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ABSTRACT

Intended to give adult educators and adult education researchers greater and easier access to the Syracuse University adult education collection, the guide inventories, describes the resources, and names a contact person for each of 18 parts of the diverse collection. The following are the holdings attended to, which also reflect the guide's organization: (1) publications in the Educational Resources Information Center (ERIC) database and the Syracuse University Library Information Retrieval System; (2) Syracuse University Archives; (3) manuscripts; (4) books and monographs; (5) gifts; (6) periodicals and newsletters; (7) pamphlets; (8) sound and video recordings; (9) the Omnibus Series; (10) The Paul Hoy Helms Library in Liberal Adult Education; (11) master's theses and doctoral dissertations; (12) abstracts of dissertations and theses; (13) internal handbook of resources for educators of adults; (14) photographs; (15) Syracuse University Publications in Continuing Education; (16) Clearinghouse of Resources for Educators of Adults; (17) Associated Resource Centers in Adult Education (ARCAE); and (18) aids to access. The preface describes the career of the guide's compiler, and a history of the collection's development also appears. In addition, there is an overview of the Kellogg Project, funded by the Kellogg Foundation, that promotes access to the collection. Reprints of journal articles about the collection are included. An "Aids to Access" section offers a list of descriptive subheadings, and elsewhere are provided library call numbers and acquisition numbers. (CML)

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ADULT EDUCATION COLLECTION

AT SYRACUSE UNIVERSITY

Compiled by

Alexander N. Charters
Professor Emeritus - Adult Education
Syracuse University

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

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PREFACE

Universities typically serve adults through forms of continuing education or nontraditional programs and graduate education for adult education professionals. Syracuse University, however, staked out a larger territory: the collection and dissemination of resources for educators of adults and research materials for scholars. The magnitude of that achievement now becomes apparent with the publication of the *Adult Education Collection at Syracuse University*.

What is commonly referred to as the Adult Education Collection at Syracuse University really consists of several collections. Started in 1948 as a library to support the University College program, the collection now includes not only publications--books, monographs, periodicals, newsletters, and pamphlets--but also archives, manuscripts, sound and video recordings, photographs, and theses and dissertations. In compiling the *Adult Education Collection at Syracuse University*, Alexander N. Charters has made the collection more accessible to potential users. The reader will find here a guide to the inventory and description of each collection and the name of the person to contact for specific assistance.

Also helpful to users will be the brief history of how the collection developed and a list of publications about the Syracuse University Publications in Continuing Education and the Syracuse University Resources for Educators of Adults.

The history shows the pioneering activities of Syracuse University in adult education resource collection and dissemination. One of several noteworthy achievements the reader will find here is that the first Educational Resources Information Center (ERIC) Clearinghouse on Adult Education was established at Syracuse.

In his brief historical account, Dr. Charters chronicles the major events in the development of the collection and describes the contributions that other individuals and organizations made. To that account should be added his own key role; for the adult education collection is the length and shadow of Alexander Charters. In 1980 the Adult Education Association presented him with the Pioneer Award in recognition of his singular achievement. Since Dr. Charters paid modest attention to his own leadership in the whole effort, I will tell it here.

At Syracuse University he gave administrative leadership to the continuing education program and academic leadership to the adult education graduate program, serving as Dean of University College (1952-64), University Vice-President for Continuing Education (1964-73), and Professor of Adult Education (1957-83). His interests and leadership, however, extended beyond his own university to the major collective efforts--both nationally and internationally--after World War II to advance the field of adult education. He has been President of the Association of University Evening

Colleges and the National University Extension Association and was a founder and officer of the Coalition of Adult Education Organizations. For ten years he was a board member of the Center for the Study of Liberal Education for Adults, a founder and treasurer of the International Congress of University Adult Education, a member of the U.S. National Commission for UNESCO, and a founding board member of the International Council for Adult Education.

Early in his career he recognized the importance of organizations preserving their records and began to solicit these materials to be housed at Syracuse. While published materials are widely distributed and can be located at many places, the records of organizations are not and when destroyed they are irreplaceable. The collection effort gained impetus when the papers and other materials of Dr. Frank C. Laubach and Laubach Literacy, Inc., were donated.

Because of these efforts Syracuse University has become the research center for the study of several major adult education organizations founded principally, but not exclusively, in the post World War II period. Housed in the adult education manuscript collection are the papers of the Adult Education Association of the U.S.A., the Association of University Evening Colleges, the Commission of the Professors of Adult Education, the Fund for Adult Education, the Center for the Study of Liberal Education for Adults, the International Congress of University Adult Education, and the Coalition of Adult Education Organizations. The papers of several individuals who so greatly influenced the field of adult education are also housed here, namely, Cyril O. Houle, Malcolm S. Knowles, and Paul H. Sheats. Dr. Charters' personal and professional papers can be found in the Syracuse University Archives.

Since the 1920s American society through its various institutions has recognized adult education as a service to be delivered and as a practice that could be taught to administrators and teachers. In supporting the adult education collection, Syracuse University has given further stimulus to the recognition to adult education as a domain of knowledge and thus as a legitimate domain for university-based research. Dr. Charters' compilation of the _Adult Education Collection at Syracuse University_ pulls together the efforts of what now appears to have been only an initial phase of an on-going project. A second phase began in 1986 with the Kellogg Project for Resources for Educators of Adults, a multi-faceted project focused on the use of electronic technology for dissemination, the enlargement of the manuscript collection, and the promotion of historical research in adult education. All those who care about advancing knowledge about adult education appreciate Dr. Charters' visionary work and applaud the continuing commitment of Syracuse University to this important endeavor.

Harold W. Stubblefield
Virginia Polytechnic Institute
& State University

INTRODUCTION

This publication is about the Adult Education Collection at Syracuse University which includes Syracuse University Resources for Educators of Adults (SUREA) and Syracuse University Publications in Continuing Education (SUPCE). It has been developed to assist educators of adults - both practitioners and researchers - to obtain further and easy access to resources. The resources may be used by them to continue their education and thus become more professionally competent. In this way they will be able to enhance further the research, theory and practice of the field of adult and continuing education.

Adult education as a field of study has been defined and described in many ways. For operational purposes the parameter of the Adult Education Collection may be described by three quotations from A Primer of Adult Education by Alexander N. Charters (UNESCO, 1987).

> . . . adult education [is] the identification, selection, provision, arrangement, and evaluation of learning activities for adults who are physically mature; consciously learning in order to achieve their selected goals; learning on a part-time basis or on a full-time basis for only short periods of time as part of their life pattern; learning in order to assume greater responsibility as citizens, workers, family members, and social beings living in a particular environment. (p. 26).
>
> The agencies of adult education include business and industry, communication enterprises, galleries and museums, government agencies, international

> organizations, labor organizations and unions, military, postsecondary institutions, religious bodies, schools, correctional facilities, special groups (elderly, handicapped, minorities, illiterates), sports and recreation organizations, vocational and professional associations, and voluntary (not for profit) bodies. (p. 55).

> Educators of adults may be administrators; supervisors; deans; directors; advisors and counselors; members of the clergy; librarians; media specialists and other support personnel; tutors, facilitators; faculty and students in the field of adult education; community developers and community educators; research workers; consultants; policy makers; elected officials; and board members of adult education agencies. (p. 2).

The collections are comprehensive in that they include all types of print and nonprint/media resources at varying levels of complexity to meet needs of educators of adults from the novice to the advanced researcher.

In the early stages the collection was known as the Adult Education Collection. About the time of a grant from the Office of Education to develop the Adult Education Collection (1964), it became known as the Library of Continuing Education (LCE). When LCE was moved to Bird Library (1972), the name was changed to Syracuse University Resources for Educators of Adults (SUREA) to avoid the confusion of "a library within a library." SUREA and SUPCE are now generally referred to as the Adult Education Collection--the original title.

This publication is to provide information about the Adult Education Collection, including: description;

availability, accessibility of the resources; the holdings and content; and in some cases data about the processing. It is a comprehensive record of the history, developments and activities.

Many educators of adults have made use of the Adult Education Collection over the years and continue to do so. The researchers sometimes visit for only one meeting or perhaps for a few days or a week. Other visitors have spent several weeks or months using the collections. Although there are no records of number of users, it seems evident to the author that the number of users has definitely declined in the recent past.

It is surmised that the use might be increased if more potential users were informed about the resources and their accessibility. If sufficient information about the holdings is provided in advance, users could study the contents, directories and other materials and thus be more efficient and effective in their research when they come to Syracuse. Accordingly the purpose of this publication is to inform potential users about the collections and means of access to them. Users of this publication should be aware that information about any given topic may be found in different Parts, for example, information about the Center for the Study of Liberal Education for Adults (CSLEA) may be found in such places as papers of A. A. Liveright (manuscripts); papers of Alexander N. Charters (archives, pamphlet file, sound and video recordings and SUPCE.

The following statements relate to the collections:

1. Information about, and description of each type of resource are provided in the appropriate publications.

2. Many of the publications about SUREA and SUPCE have been entered in Educational Resources Informational Center (ERIC) and in some cases updates of publications have been entered into ERIC. In this publication, reference to the publications in ERIC is identified by the ED or EJ number.

3. The call number of items in the Syracuse University Library are listed in Syracuse University Libraries' Information Retrieval System (SULIRS) - a computerized system for access to the Library Collections. Library materials may be retrieved by author, subject and title.

4. In the future, researchers may wish to inquire about Research Libraries Information Network (RLIN) of which Syracuse University is a member. It is a linked data base - an on-line catalog of collections in member libraries. For example, the American Association for Adult and Continuing Education (AAACE) may be located by the subject - adult education and where applicable, by author and title.

5. This publication includes up-to-date compilations of publications, lists, memoranda and other statements related to collections.

6. The Adult Education Collections are limited almost entirely to English language materials although it is

international in scope.

7. The address and phone numbers of contact persons are listed.

8. In most cases persons wishing to use the items in the collections will find it most useful to visit Syracuse University. Information is available from Contact Persons.

Professor Roger Hiemstra is now Director of SUREA and SUPCE. His address is:

Professor of Adult Education
Huntington Hall
Syracuse University
Syracuse, NY 13244-02340 USA
(315(443-5277

This publication gives the status as of April 1988. Materials continue to be acquired and processed. Some other aspects of the collections are in the developmental stages. The reader may wish to consult the appropriate Library Contact Person for further developments.

Syracuse University received a grant from the Kellogg Foundation in 1986 to create a network in information exchange for educators of adults. This publication does not report on any of the activities of the Syracuse University Kellogg Project. For that, it is suggested the reader refer to:

See Syracuse University Kellogg Project.

INDEX TO PUBLICATIONS, DOCUMENTS AND CONTACT PERSONS

Three lists have been prepared to assist the reader to obtain quick access to information contained in the text.

I. List of Publications in Educational Resources Informational Center (ERIC) and Syracuse University Library Information Retrieval System (SULIRS)

II. List of Supplemental Documents

III. List of Contact Persons

I. LIST OF PUBLICATIONS IN EDUCATIONAL RESOURCES INFORMATIONAL CENTER (ERIC) AND SYRACUSE UNIVERSITY LIBRARY INFORMATION RETRIEVAL SYSTEM (SULIRS)

Title	Author	ERIC	SULIRS
Part A - Publications in ERIC and SULIRS			
A Retrospective View: Looking to the Future	Alexander N. Charters assisted by Betty J. Vaughn	294 990	0363 824 89
The What and How of the Syracuse Collection	Harold W. Stubblefield	272 654	LC 5201 L5
SUPCE and SUREA: Publications and Resources for Educators of Adults	Harold W. Stubblefield	236 364	LC 5219 S79
An Archives for Adult Education, Lifelong Learning: The Adult Years	Harold W. Stubblefield	294 990	LC 5201 L5
SUREA: The Grand Canyon of Adult Education Research	Ronald J. Hilton	EJ: 316 303	LC 5201 L5
Professional Development of Educators of Adults	Alexander N. Charters	166 361	LC 5219 C45 P72
DeSarrollo Profesional de Educatores des Adultos	Alexander N. Charters		LC 5219 C45 P7218
Professional Development for Educators of Adults: A Bibliography	Alexander N. Charters & Donald P. Holmwood, compilers	159 438	LC 5219 C45 P7

Title	Author	ERIC	SULIRS
Syracuse University Resources in Adult Education	Alexander N. Charters, compiler	184 500	LC 5219 C45 P59
A Primer of Adult Education	Alexander N. Charters	288 954	LC 5219 C45 P68
The Elephants' Graveyard or Buried Treasure	Michael Law		
Part B - Aids to Access			
Accessibility to Resources for Educators of Adults	Alexander N. Charters	175 464	LC 5219 C45 A2
Aids to Access - Resources for Educators of Adults	Alexander N. Charters	168 598	LC 5219 C44 A38
Part D - Manuscripts			
Adult and Continuing Education Collections: A Descriptive List of Manuscript Holdings in Syracuse University Libraries	Alexander N. Charters, compiler	167 702	LC 5215 S88
The Laubach Collection. Personal Papers of Frank C. Laubach and Documents of Laubach Literacy, Inc.	Deborah R. Chmaj & Menbere Walde, compilers	166 363	0356 875 65
Part G - Periodicals and Newsletters			
Adult Educators Periodicals and Newsletters, E.S. Bird Library	Alexander N. Charters & Edward Geschwender	168 598	LC 5219 C45 P4

Title	Author	ERIC	SULIRS
Periodicals, Newsletters and Indexes in E.S. Bird Library and Clearinghouse of Resources for Educators of Adults	Alexander N. Charters & Donald P. Holmwood	162 670	LC 5219 C45 P4
Newsletters in Adult and Continuing Education - English Materials	Alexander N. Charters & Terrance Keenan, Renate Dunsmore & Yushin Lee		LC 5219 C45 N48
Part H - Pamphlet File			
Adult Education - Acquisition Pamphlet File, E.S. Bird Library	Alexander N. Charters, compiler	162 616	LC 5219 C45 A27
(Prior Edition) Acquisition List Pamphlet File - E.S. Bird Library	Alexander N. Charters, compiler	162 671	LC 5219 C45 A27
Part I - Sound and Video Recordings			
Adult Education Sound and Video Recordings, E.S. Bird Library	Alexander N. Charters & George Abbott, compilers	236 363	LC 5219 C45 S6
Historical and Research Materials Related to Adult and Continuing Education at Syracuse University	Alexander N. Charters		LC 5219 F75
(Prior Edition) Audio Tapes - E.S. Bird Library	Alexander N. Charters, compiler		LC 5219 C45 A9

Title	Author	ERIC	SULIRS
Part J - Omnibus Series			
Omnibus Series - E.S. Bird Library	Alexander N. Charters, compiler	166 362	LC 5219 C45 045
Part K - The Paul Hoy Helms Library in Liberal Adult Education			
The Paul Hoy Helms Library in Liberal Adult Education	Alexander N. Charters, compiler	162 672	LC 5219 C45 P3
Part L - Masters' Theses and Doctoral Dissertations			
Adult Education Masters' Theses and Doctoral Dissertations on Microfilm in Syracuse University Libraries	Alexander N. Charters, compiler	164 793	LB 2381 S95
Part M - Abstracts of Dissertations and Theses			
The Abstracts of Dissertations and Theses	Alexander N. Charters, compiler	183 168	LC 5215 A27
Part N - International Handbook of Resources for Educators of Adults			
International Handbook of Resources for Educators of Adults - English Language	Alexander N. Charters & Raymond E. Dengel, compilers	283 971	LC 5215 C552
Part P - Syracuse University Publications in Continuing Education			
Publications in Continuing Education - List of Publications	Alexander N. Charters & Donald Holmwood		LC 5219 C45 L57
Publications in Continuing Education	Alexander N. Charters		LC 5215 S9

Title	Author	ERIC	SULIRS
International Seminar on Publications in Continuing Education	Alexander N. Charters & William D. Rivera	061 491	LC 6251 C4 N72

Part Q - Clearinghouse of Resources for Educators of Adults

Title	Author	ERIC	SULIRS
Clearinghouse of Resources for Educators of Adults: A Four Year Report, 1975-1979	Alexander N. Charters	188 615	0363 824 90
Professional Development for Educators of Adults: A Bibliography	Alexander N. Charters & Donald P. Holmwood	159 438	LC 5219 C45 P7
Community Education: An Annotated Bibliography	Alexander N. Charters & Edward J. Geschwender	179 789	LC 5219 A62
Acquisition List: Clearinghouse of Resources for Educators of Adults	Alexander N. Charters, compiler		LC 5219 C45

II. LIST OF SUPPLEMENTAL DOCUMENTS

Kellogg Project

1. Kellogg Project, Syracuse University, Overview ---------------------------------- KP-1

Part A - Publications in ERIC and SULIRS

Memorandum to Participants in Conference of Adult Education Organizations, 1964 ------------- A-1

Information Resources for Educators of Adults Occasional Paper, 1979, Alexander N. Charters --- A-2

Part B - Aids to Access

Syracuse University Resources for Educators of Adults (SUREA) ----------------------------------- B-1

Part C - Syracuse University Archives

Records Transmittal and Inventory -------------- C-1

Syracuse University Archives, Research Materials for Educators of Adults ------------------------ C-2

Historical and Research Materials Related to Adult and Continuing Education, Jane Frost ------ C-3

Archives Collections Relating to Education, Papers of Faculty and Staff -------------------- C-4

Part D - Manuscripts

Collation of Adult Education Collections & Records -- D-1

Memo to Terrance Keenan from Alexander N. Charters, November 6, 1987 - update on the Archives and Manuscripts in Adult Education in Bird Library ---------------------------------- D-2

Part F - Gifts

From: Alexander N. Charters ------------------- F-1

From: William Dowling ------------------------- F-2

From: Wilbur C. Hallenbeck ------------------------- F-3

Letter to Terrance Keenan from Cyril O. Houle,
Gifts, Acq. M87-28; M87-28:1 -------------------- F-4

The Malcolm S. Knowles Personal Library
Collection, Acq. M80-83; 86-56 ------------------ F-5

Stensland Professional Book Collection,
M83-28; 83-28:1 --------------------------------- F-6

Part G - Periodicals and Newsletters

Newsletters in Adult and Continuing Education -
English Language Materials, compiled by Alexander
N. Charters & Terrance Keenan; Associates Renate
Dunsmore & Yushin Lee -------------------------- G-1

Part H - Pamphlet File

Memo to Terrance Keenan from Alexander N.
Charters, January 30, 1988 --------------------- H-1

Memo to Terrance Keenan from Alexander N.
Charters, September 12, 1988 ------------------- H-2

Part I - Sound and Video Recordings

Letter to Alexander Charters from George L.
Abbott, April 21, 1988, re: list of VC ---------- I-1

Part N - International Handbook of Resources for
Educators of Adults

Items in the Pamphlet File, Descriptive Subject
Headings #97 from International Handbook of
Resources for Educators of Adults, Alexander N.
Charters and Raymond E. Dengel, MSS 33,
January 1986 ------------------------------------ N-1

Part O - Photographs

Continuing Education Photograph Collection,
SU-AE Memo 5, July 1981 ------------------------ O-1

Continuing Education--Photograph Collection,
1932-1975, and undated ------------------------- O-2

Part P - Syracuse University Publications in
Continuing Education

Syracuse University Publications in Continuing Education - List of Publications, Alexander N. Charters and Donald Holmwood, with supplement, MSS 26 -- P-1

Part R - Associated Resource Centers in Adult Education (ARCAE)

Associated Resource Centers for Adult Education (ARCAE), Alexander N. Charters ------------------ R-1

III. LIST OF CONTACT PERSONS

Kellogg Project

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Part A - Publications in ERIC and SULIRS

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Part B - Aids to Access

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Part C - Syracuse University Archives

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OR

Mr. Terrance Keenan (See Part B)

Part D - Manuscripts

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Part E - Books and Monographs

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Part F - Gifts

Mr. Terrance Keenan (See Part B)

Part G - Periodicals and Newsletters

Mr. Terrance Keenan (See Part B)

Part H - Pamphlet File

Mr. Terrance Keenan (See Part B)

Part I - Sound and Video Recordings

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Part J - Omnibus Series

Mr. George Abbott (See Part I)

Part K - The Paul Hoy Helms Library in Liberal Adult Education

Reference Librarian
E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010
(315) 443-2093

Part L - Masters' Theses and Doctoral Dissertations

Reference Librarian (See Part K)

Part M - Abstracts of Dissertations and Theses

Reference Librarian (See Part K)

Part N - International Handbook of Resources for Educators of Adults

Mr. Terrance Keenan (See Part B)

Part O - Photographs

Mr. Terrance Keenan (See Part B)

Part P - Syracuse University Publications in Continuing Education

Ms. Amy S. Doherty (See Part C

OR

Mr. Terrance Keenan (See Part B)

BRIEF HISTORY AND ACKNOWLEDGMENTS

The number of persons who in some way have contributed to the development of the Adult Education Collection at Syracuse University is not known but it is certainly several hundred. The Collection is the story of people who were attracted to being part of the challenge of further development of resources for educators of adults.

The contributors are individuals and organizations in many countries as well as international organizations. The contributors have been and indeed continue to be extraordinarily generous in contributing materials, time, and funds to the building of the resource base and/or in making the materials accessible to educators of adults worldwide.

The librarians of Syracuse University have been supportive of the idea of an Adult Education Collection but probably none ever expected it would be of such magnitude. On the main floor of the Carnegie Library in 1948, I made a request of Dr. Wharton Miller, then Director of Libraries, that some books be housed in University College where I was recently appointed. Although in many ways he was perceived as a traditional librarian, he actually pushed a library cart to me and said to "help yourself." I did so several times and that is the way the Adult Education Collection began.

Dr. Wayne Yenawine, who succeeded Dr. Miller, provided advice and support to a proposal which was funded in the amount of $249,000 by the U.S. Office of Education in 1964 to build a model Adult Education Library. About this time the Adult Education Collection was designated as the Library of Continuing Education (LCE).

When the Syracuse University Library changed the classification system from Dewey to Library of Congress, Dr. Yenawine directed that the LCE at the University College branch be the first converted.

While there was some feeling that LCE should remain separate, integrating it into the main library would provide continuity and stability and, in the long run, this plan prevailed. Mr. Warren Boes was the Librarian in 1972 when LCE was moved from the Continuing Education Center at Roney Lane to the new Ernest E. Bird Library on the main campus. About this time the name was changed from LCE to Syracuse University Resources for Educators of Adults (SUREA) to avoid the confusion of "a library within a library."

Outside funding ran out about the end of the tenure of Dr. Donald Anthony as Director of Libraries and the internal support from the Library for LCE was also substantially reduced.

During this period Mr. Metod Milac, Assistant Librarian, devoted substantial time and effort to the projects.

Several librarians in the Ernest S. Bird Library have contributed substantially to the development of LCE and particularly to SUREA. They are listed individually as contact persons in the text which follows but their contribution extends much beyond this role.

The support by the Library for LCE and SUREA over the years has been substantial in terms of professional advice, staff time and funds for acquisitions. This contribution is hereby explicitly acknowledged.

Mr. Kenneth G. Bartlett was Dean of University College when the Adult Education Collection was in the embryonic stage. He was cooperative in providing the time of the staff and funds for acquisition, as well as funds for travel to develop the collection. The Adult Education Collection was kept in an office readily available to the University College staff. I was Assistant to the Dean 1948-50, Assistant Dean 1950-52, and Dean 1952-64.

As a further indication of commitment of the importance of library to adult education, Chancellor William P. Tolley directed that a branch library should be opened at University College (1957 named Peck Hall) for use of the adult students. Dr. Miller was Librarian and Mrs. Fern Allen was in charge of branch libraries. The Adult Education Collection was moved from University College offices to the University College Library and entered a new stage under the direction of Mrs. Carolyn D. Smith, a professional librarian. In 1957 the University College Library was moved to the remodeled Reid Hall. Mrs. Virginia Walton was University College Librarian. In 1961 Mrs. B.J. Vaughn was appointed Librarian (part-time) and thus began her commitment and leadership to LCE, Educational Resources Informational Center (ERIC), and SUREA. She became known in many countries for her expertise in adult education resources.

LCE remained at University College until it was moved to Roney Lane in 1966. Dr. Clifford L. Winters, Jr. was Dean of University College at this time. Certainly the support and flexibility of University College made possible the development of LCE.

The active support of Chancellor William P. Tolley for adult and continuing education was evident but he also had a persistent interest in libraries. This interest was expresed in his support of University College branch library, the Adult Education Collection and LCE. There were also the senior officers of the University who may not have initiated activities for the Adult Education Collection and LCE but always endorsed and supported them. Among these officers were Vice Chancellor Finla G. Crawford, Vice President Frank Piskor, Vice President Clark Ahlberg, Vice President Eric Faigle, Vice President Frank Wingate, and Vice Chancellor Ralph Galbraith.

In the early stages of LCE a complementary activity was evolving. Graduate programs in M.S., Ed.D. and Ph.D.

in Adult Education were approved in 1952 when Dr. Harry Ganders was Dean of the School of Education. Alexander N. Charters was appointed Assistant Professor and Chair of the Adult Education Program. As soon as the programs were approved, Syracuse University Library began a planned program to acquire materials. These acquisitions in the Carnegie Library were primarily books and periodicals which later were supplemented by materials acquired through LCE. LCE provided support for the Adult Education Program and the corollary is that the Program added further justification for the development of adult education collections of LCE. The development and support of LCE and SUREA were continued as appropriate by Dean Virgil Roger, Acting Dean Robert Stewart, Dean David Krathwohl, and Assistant Deans Jack Hough and James F. Collins.

The faculty of the School of Education has likewise contributed to LCE and SUREA by giving items and also by making the Collection known to their students. The professors of adult education have contributed in innumerable ways. Actively involved were Dr. Harlan Copeland, Dr. Grace Healy, Dr. A. A. Liveright, Dr. William Rivera and Dr. Roger Hiemstra. Graduate students in the Adult Education Program provided assistance by consistently giving feedback about the adequacy of the materials and their accessibility.

Project support for the Adult Education Collection began in 1957 when the Fund for Adult Education (FAE) gave $10,000 to Syracuse University to honor Paul Hoy Helms, a graduate of Syracuse University, who was a Vice President of the Fund for Adult Education at the time of his death. The Chancellor of Syracuse University assigned the grant to development of the Paul Hoy Helms Library of Liberal Adult Education. A committee of faculty members assisted in the selection of materials.

As previously stated, this grant was followed by a grant of $249,000 from the Office of Education in 1964 to develop a model library of adult education. The professional staff included Mr. Roger DeCrow, Ms. Diana Ironside, Mrs. B. J. Vaughn and Dr. Stanley Grabowski. Mrs. Alice Smith was a dedicated person who assisted on a part-time basis for many years. The project was housed in the University Regent Theater and in 1965 was moved to the Continuing Education Center at Roney Lane. At the same time LCE was moved to Roney Lane.

As soon as University College received the grant from the Office of Education in 1964 it began the process of making the materials accessible to the field. It did so by making a telephone call to the presidents of each major adult education association or organization in Canada and United States as well as UNESCO. It resulted in presidents and/or a senior officer of 20 organizations having a conference in Syracuse to discuss plans for LCE. After this Conference of Adult Education Organizations (CAEO), the group continued to meet and later in 1970 became incorporated. It was in 1966 that the CAEO by resolute action recommended to the Office of Education that an Educational Resources Informational Center (ERIC) Clearinghouse on Adult Education be established at Syracuse University. ERIC did fund the Clearinghouse and funds were attached to the 1964 grant. The Clearinghouse on Adult Education continued at Syracuse University until 1973 when three clearinghouses were combined.

It was many of the organizational members of CAEO that deposited their materials at Syracuse University. (See Part D, Manuscripts.) Again it must be recognized that the organizational and individual contributors placed great faith and confidence in the University by donating their vital records and materials.

In 1958 the FAE made a grant of $255,000 to University College to develop Liberal Adult Education programs. Dr. Clifford L. Winters, Jr. gave leadership in developing and implementing the proposal. He was appointed Dean of University College in 1964. Dr. Frank Funk was appointed to develop training programs for the Discussion Leadership Program and became Dean after Dr. Winters. Almost every member of the staff of University College at one time or another was actively involved in the project. Their innovative programs were assisted by the competent members of the faculty of many colleges and resulted in a very successful project. Dr. John Osman, Vice President of FAE, was the project contact at Syracuse University and Mr. Scott Fletcher, President of FAE, supported the project. Mr. Robert Blakely, a Vice President of FAE, was to become a friend and supporter of LCE at a later time.

During this period Mrs. Mary Ella Osman, Librarian of FAE, had frequent contact with LCE and provided critical advice and many suggestions. FAE was dissolved about the time of the completion of the Syracuse University project. Probably upon the suggestions of Mrs. Osman, FAE decided to give the entire FAE library to LCE. In addition, during the period of closure of FAE, Syracuse University was given residual funds from the FAE projects. These funds which in total amounted to more than $70,000 were used to support the LCE, SUREA and SUPCE. The support and advice of Mr. George (Bill) Griffith, Vice President of FAE, who later had offices in the Ford Foundation, were indeed far sighted and substantial.

In the 1970s the Adult Education Division of the New York State Education Department teamed up with the LCE and the Graduate Program in Adult Education to make adult education resources accessible to practitioners in New York. After four years of successful operation, the Dean of the School of Education separated the project from LCE and the project was discontinued two years later. The total of the grants was about $373,000. Mr. Donald Holmwood, who had been a Director of Adult Education in public schools, gave perceptive leadership to the development of the project. After four years he was succeeded by Dr. William Rivera.

As fringe benefits, the various grants made it possible to provide funds to a total of about 15 graduate students, primarily in adult education. Each student came with varied experiences and interests nationally and internationally and made a unique contribution to LCE. The graduate assistants did the essential tasks, performed as "gophers" and provided many creative ideas.

The first major gift of a collection was the materials of Dr. Frank C. Laubach and Laubach Literacy, Inc. The son, Dr. Robert Laubach, and the Laubach family also gave funds for the processing of the materials and the printing of the publication containing the shelf lists. In addition to acquisition of the materials the processing and publication demonstrated to other potential donors that Syracuse University was committed not only to the preservation of materials but to making them accessible to educators of adults.

The gift of the materials of an international person of the caliber of Dr. Laubach gave credibility that was to influence other individual educators of adults to donate their materials. This confidence was complemented by the statements of Dr. Cyril O. Houle and Dr. Malcolm Knowles that they intended to give their papers. Some of their materials arrived in Syracuse in 1988.

In any case over a period of years a host of other persons gave their materials. (See Part D, Manuscripts.) Syracuse University, in receiving the materials and making them accessible to serious users, has been sensitive to the fact that some of the materials are indeed very personal.

It is further acknowledged with appreciation that all of the donors contributed the materials gratuitously and only in a few cases did Syracuse University pay any of the expense for mailing or shipping.

In the late 1960s, Ms. Diana Ironside was asked to identify the various publications related to adult and continuing education at Syracuse University. She developed a fine program which became known as Syracuse University Publications in Continuing Education (SUPCE).

SUPCE had a close relationship to the Center for the Study of Liberal Education for Adults (CSLEA) which from time to time made small grants for publications.

The phasing out of FAE also had a direct effect on CSLEA and American Foundation for Continuing Education (AFCE). Both of these organizations were funded by FAE and consequently funds to them were discontinued. It did however give all of the publications, rights and royalties of both organizations to LCE. The understanding was that publications were to be sold and not distributed free of charge. FAE paid to move the publications to Syracuse University and all funds from sales were to go to SUPCE. Mr. William Griffith, Vice President of FAE and later a program officer of the Ford Foundation, was the initiator and caretaker of these arrangements. To assist in the further development of SUPCE, Mr. Griffith, program contact officer, arranged for a grant of $100,000 to Syracuse University. Following Ms. Ironside, Dr. Doris Chertow, a full-time director, gave strong leadership. Later, on a part-time basis, Mrs. Edith Bennett developed several excellent publications--some under contract with UNESCO.

In 1961 University College, along with nine other universities, received grants of $200,000 each to develop adult education programs for public responsibility. A Council for Education for Public Responsibility was formed with Chancellor William P. Tolley as the first Chair. Some of the funds were used to support SUREA and SUPCE.

In the early 1960s interviews were held with educators of adults who were visiting University College. These interviews were taped and thus began the oral history collection. Audio tapes were made of adult education activities such as the William P. Tolley Award dinners. Some sessions of conferences such as the Adult Education Association of USA were taped and given to Syracuse University. Dr. Roby Kidd made arrangements to make copies of about 100 audio cassettes which he had made in Canada. Dr. Harold Alford of the University of Georgia arranged for the contribution of the video cassettes of the Mentor I and Mentor II series.

These generous contributions were complemented by audio and video cassettes from many donors.

The photograph collection of adult education had its original base in the Public Relations Office of University

College. It developed substantially by gifts from educators of adults who had some association with Syracuse University. The gift of the FAE photographs, consisting of over 10,000 items, gave the collection a national and international image. Gifts from CSLEA were also significant. As with other Parts of the Adult Education Collection, appreciation is due to a multitude of individuals and agencies worldwide.

In the 1970s the University Council on Education for Public Responsibility (UCEPR) had a balance of $5,000 which was contributed to support publications of SUPCE. Dr. Thurman White was in charge of the funds when UCEPR was dissolved.

As previously stated, University College was given the publications of CSLEA and AFCE. These publications were sold and the proceeds used to continue the development of SUPCE.

The Clearinghouse Resources for Educators of Adults (CREA) was an innovative project designed to get pertinent information to public school and other practitioners of adult education in New York State. Ms. Mary L. Reiss, Chief of the Bureau of Adult Education, New York State, was the person who gave leadership to the project. It was fully funded by the SED. Mr. Harvey Johnson and Ms. Lois Matheson were the liaison officers with the project. Dr. Donald Holmwood, as Director of CREA, ably developed the project and administered it with great success.

In 1983 arrangements were made with Dr. Lloyd Davis, Executive Director of American Association for Adult and Continuing Education (AAACE), to move the back copies of their publications to SUPCE. Part of the proceeds from the sales was to be reimbursed to AAACE and some of the residue funds were to be used to support SUPCE. The Dean of the School of Education decided to use the funds for purposes other than SUPCE.

In the mid 1970s UNESCO made contracts with SUPCE to develop directories which they published. They were also included in the first International Handbook of Resources for Educators of Adults. Mr. Paul Bertelsen, Chief of the Bureau of Adult Education, and Dr. Paul Mhaiki, Director of Literacy, Adult Education and Rural Development, were the contacts at UNESCO.

Over the years Syracuse University received more than $1,250,000 from nonuniversity sources for the specific development of resources for adult and continuing education.

It was the policy of SUPCE to elicit manuscripts for its publications without payment of royalties. As one reviews the list of books and other items published by SUPCE, one is impressed with the extent of quality manuscripts contributed by the authors. Colleagues in adult education are indebted to these educators of adults.

In 1963 University College received two grants totaling $93,000 from the Carnegie Corporation, one to develop a special baccalaureate program for adults and another for professional education of women. These projects had some fringe benefits for LCE. Ms. Florence Anderson, Secretary of the Carnegie Corporation, was the program contact officer.

In 1970 a proposal for the Study of Continuing Education in the Health Professions by the Office of Vice President for Continuing Education was accepted by the Regional Medical Program Service, U.S. Public Health Service. Mr. Robert Blakely accepted the role of co-director of the project. Four publications resulted and two of them were published as Fostering the Growing Need to Learn. In order to prepare the manuscript including an extensive bibliography, it was necessary to purchase books. At the completion of the project, the sponsor permitted the books to remain in LCE.

ERIC has made a firm and substantial commitment to LCE and SUREA. It has made microfiche related to SUREA and SUPCE which are cited in this document. In addition, many of the SUPCE publications are entered. The cooperation of the ERIC Clearinghouse on adult education while in Syracuse is appreciated. Dr. Susan Imel, Director of the Clearinghouse on Adult, Career and Vocational Education, has been a great resource in arranging for the entry of materials into ERIC. In addition she has been a valuable resource in putting this document together.

Background description, contents and other information about each category of resource are given in the publications cited in each Part.

Grateful appreciation is expressed to Mr. Robert Blakely. He has been an excellent and faithful resource in providing ideas for projects and publications as well as conducting projects, writing reports, researching for and writing publications, some of which bear his name and some of which do not.

I am grateful to Mr. Terrance Keenan who has reviewed three drafts of this document and has made an excellent critique. He has made many usable suggestions and has checked for accuracy and terminology.

Mrs. Jane Frost who has worked with me as full or part-time secretary since 1954 has made committed and excellent contribution to the development of the collection. Indeed her continuing effort is expressed in the typing of the document.

It is difficult to recall a car ride or a family trip when some materials were not collected. There continue to be to this day boxes or packages of materials in our home. Margaret and our children, Bill, David, John and Lou Anne have been accepting and tolerant of the situation and to them I express manifold thanks.

SYRACUSE UNIVERSITY KELLOGG PROJECT

In this document about the Adult Education Collection there is no reporting of the activities of the Syracuse University Kellogg Project which was funded in 1986.

The following statement is an overview of the Kellogg Project:

This Project has two major goals:

1. To process, promote research on and broad access to the University's outstanding collection of adult education materials using laser disk and computer technologies.
2. To promote information exchange through computer-mediated communications and, as appropriate, through non-electronic means.

See: KP 1

Contact Person:

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SYRACUSE UNIVERSITY

KELLOGG PROJECT

Overview

The **Syracuse University Kellogg Project**, a five-year research project in the School of Education, has two main goals:

1. To process, promote research on, and provide broad access to the University's outstanding collection of adult education materials using laser disk and computer technologies.

2. To promote information exchange through computer-mediated communications and, as appropriate, through non-electronic means.

The project staff of 22 includes specialists in adult education, information studies, computer science, and communications. The project's internal and external advisory councils include experts in history, sociology, international development, and distance education, as well as adult education.

The Kellogg Project was initially designed to make optimal use of the Adult and Continuing Education Research Collection, which includes almost 900 linear feet of manuscripts, as well as books, tapes, and photographs reflecting the history of the adult education movement in the United States. However, the project expanded to better serve the field of adult education. It now includes the following components:

- **Optical Storage and Retrieval System**
  The optical system is being developed for use with the Adult and Continuing Education Research Collection. This innovative system has potential to revolutionize the research process by giving scholars immediate access via computer to the information they seek—by providing "a library at their fingertips."

- **Collection Processing**
  Until the Kellogg Project began, the University lacked the means to process (that is, organize and catalog) many of the sub-collections within the Adult and Continuing Education Research Collection. These materials gradually are being processed and prepared for entry into the new optical system.

- **Logic Programming Software**
  This powerful software, akin to artificial intelligence, is being developed for use with the adult education materials. Such software contains rules that tell the computer to make certain kinds of logical connections among bits of information. In effect, the computer does some of the work that a researcher might do.

- **AEDNET (Adult Education Network)**
  AEDNET, a steadily growing network, now has more than 100 members from various countries who communicate with each other via computer. Current AEDNET functions include emailing (sending electronic messages), electronic conferencing, and publishing a refereed electronic journal, *New Horizons for Adult Education*, for adult education graduate students. AEDNET contact: Daniel Vertrees (email VERTREES@SUVM). *New Horizons for Adult Education* contact: Michael Ehringhaus (email MICHAELE@SUVM).

- **Distance Education Program**
  The Kellogg Project provides an opportunity to explore options for delivering instruction to adults regardless of their location. A computer conferencing system, now being installed, will be used to deliver adult education courses, the first of which will begin in January 1989. Distance Education Program contact: Barbara Florini (email BFLORINI@SUVM).

- **IISN (International Information Sharing Network)**
  The IISN addresses information needs of adult educators, mostly from developing countries. Using traditional mail, the network has grown rapidly. It now links more than 200 practitioners, researchers, and policymakers through an information counselor who responds to queries and identifies relevant information resources, including other network participants. A computerized workstation supports the counselor's work. IISN contact: Beth Oddy (email ECODDY@SUVM).

- **Visiting Scholar Program**
  This program offers awards to post-doctoral scholars, doctoral students, and practitioners who wish to use the Adult and Continuing Education Research Collection. The program also sponsors group efforts by hosting small conferences. The first, called "The International Conference for Literacy Practitioners," is planned for October, 1988. Visiting Scholar Program contact: Bird Stasz (email BIRD@SUVM).

- **Collaboration with the Center for the Study of Citizenship**
  The project's collaboration with the multi-disciplinary Center for the Study of Citizenship of the Maxwell School of Citizenship and Public Affairs has resulted in Center Conversations (formal day-long discussions with an eminent guest), joint Occasional Papers, and a colloquium series on Civic Issues in Adult Education.

- **Symposia and International Conference**
  Two symposia, one in the fall of 1988 and the other in 1989, will address the need for a common documentation strategy for the adult education field. The international conference, planned for 1990, will focus on access and exchange of information in adult education. Symposia contact: Mary Beth Hinton (email MEHINTON@SUVM).

For further information about the Syracuse University Kellogg Project in general contact Mary Beth Hinton at the project address:

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Bird Stasz, research associate
Peter Tagtmeyer, research associate
Joyce VanDenburg, senior secretary
Daniel Vertrees, assistant director, computer & data integration
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PART A

PUBLICATIONS ABOUT ADULT EDUCATION COLLECTION

Listed in --

Educational Resources Informational Center (ERIC) or Syracuse University Libraries Information Retrieval System (SULIRS)

The following publications have descriptions of SUREA and/or SUPCE:

Report of Conference of Adult Education Organizations

Memorandum to Participants in Conference of Adult Education Organizations, Nov. 20-22, 1964. The Library Project Staff, Syracuse University.

See: A-1.

Comprehensive Description of SUREA

A Retrospective View: Looking to the Future, Alexander N. Charters assisted by Betty Jane Vaughn. MSS 32, 1986, SUPCE, Syracuse, NY 13244-2340, USA.

ED: 294 990

SULIRS: 036 3824 89

Description of SUREA

The What and How of the Syracuse Collection, Harold W. Stubblefield. Lifelong Learning: An Omnibus of Practice and Research, April 1984. (Techniques).

ED: 272 654

SULIRS: LC 5201 L5

Overall Description of SUREA and SUPCE

SUPCE and SUREA: Publications and Resources for Educators of Adults, Harold W. Stubblefield. MSS 31, 1983, SUPCE, Syracuse, NY 13244-2340, USA.

ED: 236 364

SULIRS: LC 5219 C45 P7

Archival Collection

An Archives for Adult Education, Harold W. Stubblefield. Lifelong Learning: The Adult Years, vol. 4, Sept. 1980.

ED: 294 990

SULIRS: LC 5201 L5

Also in A Retrospective View: Looking to the Future.

Description of SUREA

SUREA: The Grand Canyon of Adult Education Research, Ronald J. Hilton. Lifelong Learning, May 1985.

EJ: 316 303

SULIRS: LC 5201 L5

General Statement of Resources

Information Resources for Educators of Adults, Alexander N. Charters. Occasional Paper, 1979, ICUAE. Syracuse University, 220 Huntington Hall, Syracuse, NY 13244-2340 USA.

See: A-2.

Resources in Context of Professional Development

Professional Development of Educators of Adults, Alexander N. Charters. MSS 32, 1979, SUPCE, Syracuse, NY 13244-2340 USA.

ED: 166 361

SULIRS: LC 5219 C45 P72

Desarrollo Professional de Èducatores des Adultos, Alexander N. Charters. Translated to Spanish. MSS 3, 1977, SUPCE, Syracuse, NY 13244-2340 USA

SULIRS: LC 5219 C45 P7218

Professional Development for Educators of Adults: A Bibliography, compiled by Alexander N. Charters & Donald P. Holmwood, 1978, SUPCE, Syracuse, NY 13244-2340 USA.

ED: 159 438

SULIRS: LC 5219 C45 P7

Resources in Adult Education - Syracuse University

Syracuse University Resources in Adult Education, compiled by Alexander N. Charters. MSS 7, 1978, Syracuse University Adult Education, Syracuse, NY 13210 USA. Prior Edition.

ED: 184 500

SULIRS: LC 5219 C45 P59

Adult Education in Metropolitan Syracuse

A national Journal looks at adult learning in the Metropolitan Syracuse Community, Samuel C. Brightman. A series of four articles from Adult and Continuing Education Today. 1984, Washington, DC. (Reprinted from vol. XIV, 14-15-16-17.) Pam File DSH 95.

See: A-3.

Comprehensive Statement about Adult Education

A Primer of Adult Education, Alexander N. Charters. 1987, UNESCO, Paris, France, ED 87/WS/10.

ED: 288 954

SULIRS: LC 5219 C45 P68.

An Essay Report on the Syracuse Adult Education Collection to the Kellogg Project

The Elephants' Graveyard, or Buried Treasure, Michael Law, August 1988. Centre for Labour and Trade Union Studies, The University of Waikato, Hamilton, NZ.

ED: In process

SULIRS: In process

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Conference of Adult Education Organizations, 1964

MEMORANDUM

TO: Participants in the November 20-22 Meeting

We would like to express our gratitude to you for the very useful contribution you made at the week-end meeting at Syracuse University. Your comments and suggestions will be extremely valuable to us as we start a more precise definition of our problems and experimental solutions.

We enclose some notes of the meeting for your interest and we will send you a copy of the proposal to the United States Office of Education for the grant of $249,000.00. This proposal states in some detail the problems posed by a lack of comprehensive information services in adult education and a tentative solution to these and development of a national library and an information retrieval system at Syracuse University.

The Library is now actively following up many of the contacts that you gave us and is preparing a statement on its archive policy and a suggested archive policy for other agencies in the field. This will be sent to you as soon as possible. We are also working on the directory of professional agencies for your use and will hope to have this prepared for the meeting that the AEA is calling in January.

NEXT MEET
EFC [illegible]

We hope that by next spring or summer we will be able to answer some of the questions posed at the week-end meeting. In particular, we hope to have a much clearer idea of the role of the Library in the total field and of the specific ways in which you and your agency might be able to cooperate with us.

We would welcome your comments, suggestions, and criticisms at any time, so please feel free to write to us. We will try to give as adequate service during the life of the retrieval project as we can and hope that you will bear with any inadequacies in that service for the present.

FROM: The Library

LIBRARY OF CONTINUING EDUCATION at SYRACUSE UNIVERSITY

Notes on the Meeting of Adult Education Associations at Syracuse University, Nov. 20-22, 1964

A. Friday Session, Nov. 20.

After receiving a warm welcome to Syracuse University by Chancellor Tolley, the participants met over dinner at the University Club to hear presentations by the staff of the Library of Continuing Education at Syracuse University: Mr. Roger DeCrow, Director, Miss Diana J. Ironside, Associate Director, and Mrs. Betty Jane Vaughn, Librarian.

The following paragraphs are not a condensation of the presentations, but state as concisely as possible the relationship of the Library and its Continuing Education Information Project.

National Library

The National Library, which now consists of a substantial collection of books, pamphlets, reports, theses, micro-films, slides, tape recordings, records and video-tapes has been giving, and will continue to give, as adequate services to the field as its present resources permit. It is in the process of becoming a comprehensive collection of English language and foreign materials in the field of adult education and will become the major archive depository for the field in the United States. It is housed in one building and is fully catalogued and classified. The Library will soon offer some traditional bibliographic services such as regular accession lists, selected bibliographies on particular subjects, and an abstract journal of some kind.

The Information Project

An integral part of the Library, the Information Project will work intensively with the most significant parts of the literature to develop a more adequate subject approach through indexing in depth and development of a classification scheme and thesaurus of terms for the literature. As the project engages in its major jobs of analyzing the library's users and the literature, and of developing its indexing terminology and its classification relationships, it will feed its experience and learnings into the Library to reshape and refine the National Library's collection, its methods of organizations, and its technical procedures.

The retrieval project is only one aspect of the National Library and its services. It is a crucial aspect, however, in that it is the experimental and developmental wing of the Library. Many information needs in the field of adult education can be met by the traditional approaches used in the Library. Where such traditional approaches are inadequate, the Project will provide a mechanized in-depth approach to meet more complicated information needs.

B. Saturday and Sunday Sessions, Nov. 21-22.

1. Archives in the National Library of Continuing Education

The need for an archive depository in the field of adult education was clearly underlined by those present and its provision accepted as a major purpose by the Library staff. The Library will continue to acquire as many archive materials about American adult education in its many aspects as it can, even though these may not be processed and added to the collection immediately. The question was raised about the archive function of professional and program agencies in the field. The Library agreed to outline its own archive policy and suggest a guide for professional and program agencies in the field to follow with their own materials. Although Syracuse University is most willing and anxious to accept any archive material in adult education, it was recognized that many agencies would need to maintain their own files of current history, at least, and that close cooperation in this area would be beneficial. The Library will also establish a union catalogue of other major archives and current collections in adult education as soon as it has the resources to do so.

The possibility of micro-filming collections of materials in other centers was considered a most useful one and this will be investigated. Confidential and personal papers should be acquired as they become available and added to the collection in an appropriate fashion. The library now has a number of such documents. The activities and papers of the WPA were cited as an example of historical material not now accumulated in any one place. The Library will actively search out this material in various libraries and agencies in the country and try to build an archive of the Administration's history as it pertains to adult education.

2. Users and their needs

It was clearly recognized that until more is known about the Library's resources and projected services, a clear picture of potential users could not be formulated. The agencies that people present listed as useful contacts and possibly as potential users was most valuable information to the Library Staff and all such organizations have been noted for future contacts. It was emphasized that as there will be varying the library in their original language. It was suggested that the Department of Agriculture might use some of its counter-part funds for translation of important foreign materials. It was noted that there will be a center for foreign language documents, particularly French, by 1967 under L'Institut Canadien d'Education des Adultes in Montreal. General cooperation between this center and the Library of Continuing Education would be desirable and this is being discussed. UNESCO's cooperation in translation services for this field should be investigated and the UNESCO Committee for the Advancement of Adult Education would be a useful channel through which to do this. Co-operation now between AID and the AEA in its Latin American project means that there will be money for translation of some materials. It was noted that in the near future there may be hardware to allow for automatic translation of some source materials.

CONCLUSION

The Library tried to emphasize that it regards itself as one instrument in a continuing activity or process concerned with all the ways that information is acquired and utilized. The Library will engage in continuing research on itself in order to find new ways in which information can be more powerfully used. The possibility was raised that the Library will not be staffed by librarians in traditional roles, but will use information extension agents who will work actively in the field collecting and interpreting data for users. They may act as links between source material and the end results as information, such as research, program activities, or advances in new knowledge. In addition, the Library may want to draw consultants into its structure as library fellows to help put information to work at the growing points of the discipline. This is a concept that has not been fully thought out, but is envisaged as an active partnership between the custodians of source materials of all kinds and the practioners and researchers in the field.

on information personnel and builds them into a resource network that is sensitive to the needs of educators of their region.

b. *Personnel*

The personnel required depends on the nature and extent of the program or operation. Some types of personnel that may be required include:

(1) Persons familiar with the needs and problems of educators of adults;

(2) Persons knowledgeable about useful resources for educators of adults;

(3) Persons with expertise in documentation and information science;

(4) Persons skilled in the dissemination and promotion of resources, and information about resources; and/or

(5) Support personnel

If the resources are related to another agency, that agency may be able to provide some personnel. Such an arrangement insures the availability of persons with appropriate expertise. Support personnel might also be provided in this manner. The sponsor of a resource program also may have other projects and operations where work relates to most of the center and be able to thus provide or arrange mutual support. Staff may be hired on a part-time basis or a full-time basis, and a possible role for volunteers should be considered. After the personnel have been engaged it is necessary to provide orientation and training. A professional development program including the provision of resources, supported by a commitment from the agency, should be designed for all those persons engaged in activities related to the acquisition and dissemination of resources for educators of adults.

c. *Structure and organization*

The structure and organization of resources should be developed in order to achieve the objectives and fulfill the functions. However, these may be limited by the sponsoring organization, and they are dependent upon another structure or organization. They may be positively or adversely affected.

d. *Facilities and equipment*

The facilities and equipment needed depend on the nature and extent of the operation. As with personnel, some facilities and equipment may be provided by the sponsor. In other cases, contracts may be let for such specific items as mailing, storage and processing and purchasing. In other cases, facilities and equipment may be purchased and acquired.

PART III—EVALUATION

An on-going program of evaluation of strategies for monitoring needs, developing services, and disseminating the information an resources, should be designed at the outset. User input into the design, as well as to the evaluation process itself, is essential. In addition to on-going evaluation used to modify services on a continuing basis, an evaluation might be conducted by an outside expert at regular intervals.

INFORMATION RESOURCES FOR EDUCATORS OF ADULTS

Because of the interest in, and support for, the education of adults in recent years, there is a growing cadre of educators of adults. Many practicing educators of adults, however, have been in the field a relatively short period of time. Some of them have had pre-entry education, some of them participate in on-the-job training, and some of them are continuing learners. Many are not adequately prepared to function effectively, and many who are prepared are not continuing to learn. A priority and urgent task, therefore, is to plan, implement, and evaluate staff and professional development activities for this group.

It is clear that continuing professional development is a concern of all educators of adults, whatever their roles, functions, or responsibilities. It is also clear that the field requires leaders and pacemakers. While universities and professional assosiations have frequently been designated to fulfill a special primary role in providing the opportunities for professional development, other educational agencies and individual educators should consider further their own potential roles and responsibilities in this process.

Information resources are a key element in professional development education for the educators of adults. They are also needed for research, to serve both as a data base and as tools of research. Resource programs may bridge the gap between practitioner and the researcher by translating or interpreting research results. In some cases, research may be conducted as part of a resource program.

Because of limited resources and growing needs, the continuing professional development of the educators of adults will be directly influenced by the resources which are available and accessible to them. The purpose of this statement is to provide an overview of the elements, aspects, and issues that need to be considered in planning resource programs which are efficient, effective, and based on the present needs of the users, whether they be practitioners or theoreticians of adult education. This statement is also designed to be useful to adult education agencies and to the individual educators of adults who seek to formulate personal programs for professional development in the context of their life-long education.

PART I. THE CONTEXT OF RESOURCES

A. *Who Are the Educators of Adults ?*

The educators of adults constitute a vast and diversified group, encompassing all those persons who are responsible for and otherwise involved in the education of adults. Engaged in organizing programs in diverse settings at levels ranging from the local community to the national and international scene, they include program and other administrators, supervisors, deans, counselors, librarians and other support service personnel, teachers, faculty and students in adult education, industrial trainers, community developers, community educators, research workers, policy makers, legislators, and board members of adult education agencies.

While some educators of adults function independently, most of them have their base of operation in an agency. These agencies constitute a kaleidoscope of public and private organizations with a variety of different missions. Within these organizations, the adult education component may be a major or overall concern, or it may be a peripheral one; more usually it is somewhere between these extremes. Persons working with these adult education components are functioning as educators of adults, although they may not identify themselves as such, and they may not be considered so by their colleagues.

B. *The Need for Professional Development*

The need for training adult education personnel is documented clearly in at least four recommendations (nos. 26, 29, 30, 32) of the Third UNESCO International Conference on Adult Education held in Tokyo in 1972. Its importance is also explicitly stated by professional associations, government, business, and related to relicensing and tenure.

Because educators of adults are involved in different roles and have different professional backgrounds, they require many varied competencies and characteristics in order to participate and contribute effectively and efficiently. Such characteristics and competencies may be related to their vocation and discipline, or to a piarticular profession, as well as the educatoinal aspect. Personal characteristics—interest, aptitude, and capacity to learn—also influence effectiveness.

In specific situations, it may be necessary to set priorities or focus on particular aspects of professional development, e.g., programs which prepare educators of adults for entrance to the field. These programs should be articulated with their continuing education as practitioners. Because this task is a large one, this statement focuses on the process of providing information about resources which can be used in the development of their educational competencies and skills, to educators of adults who are currently active in the field.

A resources program can be efficient and effective only when a clear and present need of actual practitioners and theoreticians can be demonstrated, and this paper discusses some of the major issues involved, as well as some of the factors to be considered in the selection, organization, identification, processing, dissemination and evaluation of resources. In addition, some appropriate resources have been identified and cited in this document.

This statement is based on the premise that it is the individual who learns. Because, in the final analysis, it is the learner who sets individual objectives and goals of learning, the challenge is to provide access for learners to a comprehensive range of learning opportunities and alternatives so that the most appropriate ones may be selected for the achievement of these goals.

Agencies, teachers, administrators, librarians, and an array of other organizations and people, in themselves resources, can facilitate the matching of learner and resources; however, the learners themselves must build the bridges or linkages

DUPLICATION SERVICES, including hard copy, microfiche, cassettes, and videotapes are particularly useful when available on demand.

RESOURCE LISTS of organizations, individual consultants and other agencies, key agencies in specific fields or for particular missions, and other resourecs could be available.

QUERY ANSWERING SERVICES include telephone, mail, telex, perhaps.by computer terminal, and in person, which are available to respond to inquiries.

BIBLIOGRAPHIES may be prepared on selected topics.

PROGRAMS and PACKAGES may be developed to serve designated clienteles.

WORKSHOP PROGRAM. A series of local seminars and workshops for practitioners could be focused on information retrieval and use skills as well as on specific content areas of adult education or practitioner-identified problem areas. This dissemination strategy can often be effective only in a limited geographic area; a national program probably could not mount a sufficient number to make a measurable impact. Local and regional services ought to make much more extensive use of this tool, in conjunction with a Field Service.

FIELD SERVICE. All of the above dissemination strategies are operational in some form in most clearinghouses; however, probably the least used strategy is field service mode. A program could be developed to provide workshops and individual human interface between the user and the libraries of resources. A staff member might move about seeking out relevant resources for planners designing programs, doing or commissioning literature searches, conducting workshops of research findings in particular areas and others. Such a person could act as information linker or broker, assessing needs as well as identifying resources. The person would initiate contacts as well as respond to requests, would act as a "traveling salesperson" for the center and would aid in evaluating the other dissemination strategies used.

While such a service might be expensive it could put valuable information resources to work in a way that would justify the huge costs of developing and maintaining these regional and/or national resource banks. Personal network is a preferred information system of most decision makers. Probably it is preferred because it is fast, direct and personal. One interacts with a person, not print, and generally one is not referred more than once or twice before the needed information is acquired. An innovative information extension or field service might serve to stimulate and undergird this personal network with the rich informamation resources of data bases.

Valuable information services are often offered, too, by persons such as referral agencies, counselors, and brokers. They can assist both the providers of resources and the consumers in gaining access to the resources. These persons interact between the practitioners and the resources, teach people how to use the information and resources, and act as information officers. A good field service or information extension worker makes contact with such local agencies practice in the field and increase competence of the educators of adults. In practice they often have had to develop their own insights to assist them in solving problems. Information system should develop dissemination strategies to aid the users in augmenting their own resources. Educational Resources Informations Centers (ERIC) developed in the U. S. but used internationally is an appropriate example. Such strategies should be at the international, national, regional, and local levels in order to facilitiate the match between user needs and suitable resources.

Whither the resources themselves or only information about them are to be disseminated, the plans and the procedures are generally the same; in each case, visibility and an awareness about the service must be created. It is not sufficient to operate on a "come and get it basis". If a serious commitment has been made to the professional development of educators of adults, its importance, as well as the ease of access, must be made known. Imaginative marketing and public relations strategies should be developed to evoke interest and action designated from the clientele.

Some factors must be stressed to encourage and facilitate the use of resources. The time and place should be convenient, the method of dissemination should be appropriate and usable, the format should be simple, and the response to requests should be prompt. Even with the danger of an occasional loss of materials, simplicity and speed are mandated. It may be appropriate to duplicate material, e.g., to duplicate a cassette or microfiche so that the material need not be returned and can be retained in the client's personal library. If the material is to be returned, labels, packages, and postage should be indicated or provided.

a. *Some elements of dissemination*

PUBLICATIONS, such as newsletters, which can be relied on to give succinct and current information about really useful resources such as books, films, articles, programs, significant events, seminars and training opportunities.

REFERRAL SERVICE to materials to libraries, clearinghouses, and other sources for information and materials.

COORDINATION SERVICE may coordinate the services of other centers which provide information and materials.

CONSULTATION SERVICE may be available in various levels and areas.

SEARCH SERVICE OR DATA RETRIEVAL SYSTEMS for locating appropriate materials in computerized data bases.

HOT LINES, telephone numbers, tear-off postcards, mail-in request lists in periodicals are some ways to provide potential users with easy and fast connections to further information and actual materials.

LOAN SERVICES of relevant current materials.

ABSTRACTING SERVICE, which can draw upon national and international sources of particular relevance to the areas users, or to designated groups of users.

PAMPHLETS and other periodic publications.

with the resources to achieve their own objectives. Furthermore the learners must learn how to learn, how to build linkages, how to be self-directed. Outside agencies can provide assistance and instruction, but in is, in final analysis, learner's responsibility to become self-directed in learning.

In the following pages, some of the major resources which are especially useful in planning individual learning programs are identified. Formats of these resources include human, print, media, audio, visual, films cassettes, microfiche, microfilm, documents, photographs, and computerized and manual search systems. Both the extent of resources available to educators of adults and the types of formats are increasing, and this will lead to additional learning alternatives.

Some criteria that are useful in the development of a resource program accessible to a wide range of educators of adults include:

1. Descriptors which are easily identified and understood;
2. Programs which are readily and immediately usable;
3. Resources which respond to the needs of the user;
4. Resources which are available free or for a nominal fee so that the user is not limited by financial considerations;
5. Programs which are known in a realistic way; and
6. Programs which include continuous needs assessment and evaluation as integral parts.

C. *Information Resources for Educators of Adults*

It is appropriate to have guides to provide access to information resources for educators of adults. At Syracuse University, for example, two basic documents have been developed. They are (1) *Categories of Resources* and (2) *Descriptive Subject Headings*. Developed on the basis of user requests and experience, these documents have been tested with hundreds of users at all levels over the past years by the former Adult Education Clearinghouse of the Educational Resources Information Center/Adult Educator (ERIC/AE), the Library of Continuing Education, and the Clearinghouse of Resources for Educators of Adults (CREA), all at Syracuse University.

The categories and headings used in these documents were designed specifically for ease of access by educators of adults, and each category and Descriptive Subject Heading (DSH) is given a code number. However, the call number(s) given for each item are.those which were assigned by the library or information center where it was originally processed—Library of Congress, CREA, orE RIC—and when items are cited in such lists as acquisitions lists or bibliographies under a DSH (or more) more than one call number may be provided.

In *Categories of Resources*, citations are grouped by type of resource under six general headings: Social Instruments, Institutions, Publications and Other Information Sources, Administrative Supports, Human Expertise, and Awards. For a detailed listing with subcategories, see Table 1.

The list of *Descriptive Subject Headings* which was developed for use with the *Categories of resources* is used for the processing of most adult education materials at Syracuse University. Sub-headings have been developed as appropriate to enhance the effectiveness of the system.

While these schemes are not as complex or sophisticated as those developed by ERIC, the Library of Congress (LC) and the International Bureau of Education (IBE) they are compatible with the more elaborate systems and have been found appropriate in practice at Syracuse University. For example, all of the Descriptive Subject Headings (DSH) appear in the *ERIC Thesarus* of *Descriptors* with the exception of Lifelong Learning, and the Library of Congress has a classification "Education-Adults" under which the DSH are used to describe items more specifically. Bird Library at Syracuse University uses the DSH insofar as possible when cataloging items under Education-Adults in the LC classification system, and the collections of CREA, the pamplet file, and the collection of masters theses and doctoral dissertations use the DSH with appropriate sub-headings.

The list of Descriptive Subject Headings provided in Table 2 includes some terms following each heading that are useful in indicating its scope.

a. Identify resources

A first step in creating a resource bank is to create a list of types of resources such as Category of Resources which has been developed at Syracuse University.

A second step is to identify further potential or likely sources of resources. It is often useful to use references and other materials as an aid in locating specific resources. This role of brokering is an important one in terms of efficiency and effectiveness.

A third step is to limit the scope of the search. For example, the task may be limited to the needs, objectives or level of the target clientele, to the role played by the sponsor for the center, and/or to the type of categories of resources that have been designated.

Specifically relevant materials and information may be identified through a systematic screening of new publications, output from agencies and individuals active in the field, legislation, research and development programs of government, industry, universities and foundations, conferences, workshops and other sources.

b. Select resources

After the resources are identified, it is necessary to select information and materials. They should be selected according to a carefully developed set of criteria, matched to the needs of the target user population, the funds available, the availability of similar or related information services, the objectives of the agency, the dissemination methods and approaches later to be adopted, and the convenience of the clients. The criteria should be explicit and worked out in consultation with users and/or advisors.

c. Acquire resources

After the resources are selected, criteria should be established for purchase of materials or other procedures established for acquiring information about materials. The selection is to be made in terms of the objectives or function to be served and the level of that function.

d. *Process resources*

After the resources are acquired, or information about the resources identified but not acquired, it is necessary to process the information in a functional way. It includes indexing, cataloging, and abstracting of the information and materials. Information and materials should be processed so as to facilitate retrieval by the user. It should enable easy and appropriate access by the client to the contents; enable dissemination to be inexpensive, fast and convenientl; and facilitate evaluation. The processing and retrieval system may be manual, computerized, or a mixture of both.

C. *Dissemination of Information and Materials*

When the data base has been identified, selected, acquired, and processed, one may then proceed to dissemination. It may be decided that only information about acquired resources be disseminated, rather than the materials themselves.

An information service ultimately should be judged on the adequacy and effectiveness of its dissemination activities. They form the major key to improve

5. The geographic regions or other segments to be served.
6. The financial and other resources that can be obtained or brought to bear on the program.

The sharing of resources does provide wider access to a greater number of resources for more efficient and effective use. Sharing is also an important financial consideration, as it eliminates the need for duplication of some materials.

PART II—CATEGORIES OF SERVICE

A major use of resources is to provide information for valid decision-making by educators of adults on matters ranging from the conceptual to very specific levels. Seeking resources to assist in the decision-making process should be an integral part of both individual and institutional development programs, yet the task of identifying and organizing resources is often delegated (if at all) to a junior staff member with inadequate time or experience to select the appropriate materials or information.

Adult education is gradually acquiring special centers or agencies which concentrate on the provision of information services, with staff qualified in both education and information resources. Such staff can provide a brokering function between users and resources by identifying and making known to individual or agency users materials that fill their information needs. These centers are variously referred to as clearinghouses, libraries, documentation centers, learning centers, resource centers, and so forth.

While the objectives of a specific center of resources may be derived from the priorities given to it by its sponsor, they usually embrace these three categories of service: Identifying and Monitoring Information Needs of Users; Information and Resources Base; Dissemination of Information and Materials.

A. *Identifying and Monitoring Information Needs of Users*

This category is critical, since the data collected here will structure and order the policies and decisions of the operation. At the inception a set of broad objectives should be developed, followed by the continual monitoring of user needs to guide the design of specific services to implement those broad objectives. A system or process for continuing surveillance of the needs and requirements of users should be created, and its effectiveness continually and continuously tested and evaluated. Often, the dissemination plan and aspects of other services can be developed so as to serve this function also.

B. *Information and Materials Resources Base*

No information service or resource program can operate without a bank of relevant resources (materials, facts, referral sources), whether it is organized as a library or simply resides in the experience and skills of one or more individuals. In many cases it is not necessary to collect and store the actual resources, such as archival materials. However, information about such materials should be made available, including where they can be located and their accessibility. Elements to be considered in creating and using a data base include:

TABLE I

CATEGORIES OF INFORMATION RESOURCES

A. SOCIAL INSTRUMENTS

- AA Legislation
- AB Policy Statements

B. INSTITUTIONS

- BA Archives and Manuscripts
- BB Documentation Centres
- BC Groups and Committees (Advisory)
- BD Libraries
- BE Organizations and Associations
- BF Professional Development Programs
- BG Publications Centres-Publishers
- BH Research Facilities

C. PUBLICATIONS AND OTHER INFORMATION SOURCES

- CA Abstracting Services
- CB Almanacs-Handbooks-Yearbooks
- CC Bibliographies
- CD Dictionaries
- CE Directories
- CF Encyclopedias
- CG Indexing Services
- CH Information Networks
- CI Library Catalogs
- CJ Periodicals-Newsletters
- CK Photographs
- CL Terminologies

D. ADMINISTRATIVE SUPPORTS

- DA Facilities-Equipment
- DB Finances

E. HUMAN EXPERTISE

F. AWARDS

TABLE 2

RESOURCES FOR EDUCATORS OF ADULTS DESCRIPTIVE SUBJECT HEADINGS

00 General-several DSH
01 ACCREDITATION—continuing education unit (CEU)—special degrees-credits-certification
04 ADMINISTRATION—management
12 AGENCIES—organizations-sponsors
16 COMMUNICATIONS—dissemination
20 COMPARATIVE—international
24 COUNSELING—personnel-tests
28 EVAKYATUIB
32 FINANCES—budgeting
36 FOUNDATIONS—definitions -assumptions - rights-freedoms-philosophy-theories
40 FUTURES—planning
44 HISTORY
48 INSTRUCTION—methods-materials-facilities-equipment
52 LEARNING—psychology-motivation
56 LEGISLATION—policy
60 LIFELONG LEARNING—lifelong-education-education permanente
62 PROGRAMS
64 PROGRAM DEVELOPMENT—needs-objectives
68 PUBLIC RELATIONS—promotion-marketing
72 RESEARCH—problem solving
76 RESOURCES—publications
80 STATISTICS
82 STUDENTS—adults-learners-characteristics
84 TEACHERS—faculty-program administrators-staff
88 TRENDS

D. *Language and Resources*

Resources for the educators of adults may be secured through UNESCO, the International Bureau of Education (IBE), and other international organizations, as well as through the Organization of American States (OAS) and other regional organizations. These and other organizations use more than one language. Likewise, such national governments as Canada (French-English) and Switzerland (French, German, and Italian) are bilingual or trilingual as prescribed by law. Some government and business organizations which have markets and clients or religious and other special interests in other countries may also provide resources in more than one language.

While publishers may issue resources in more than one language or, in some cases, provide translations, most resources are available in only one language. In some cases, summaries, abstracts, or annotations may be available in more than one language although the original resource is not a significant example is Cooperative Abstracting Service for Adult Education sponsored by IBE. Likewise, many educators of adults are themselves able to communicate in more than one language.

However, the language problem can be acute for those beginning or minimally qualified educators of adults who are only in a native language. Significant documents and books are frequently translated only into languages of international trade, and practitioners on the front lines may have little access to resources for their own continuing professional growth because of the limited number available in the appropriate national languages. Thus the matter of translation assumes particular significance when considering the use of international resources.

E. *Copyright*

In considering resources, attention must be paid to copyright laws. Some laws are applicable in one country, while others are international in scope, e.g., the Revised Copyright Law in the U. S. A. and the UNESCO International Copyright Convention. Such laws need to be observed both in letter and in spirit, since it is not always readily apparent whether an item is governed by copyright laws even when it has not been officially coyprighted. Regulations concerning the amount of a publication which may be copied and/or the number of copies which can be made may vary with the subject and format of the publication.

The issue of copyright has become both increasingly important and more difficult to understand with the development of such technologies as duplicating devices and copying equipment, however helpful they are to the users of resources.

Because of the nature of the mission and activities of educators of adults, they may be particularly sensitive to the spirit of the laws and regulations as well as the legal implications.

F. *Finances*

The question of who should pay for what pervades the literature on resources for educators of adults. It seems quite clear, however, that any restrictions, whether financial or otherwise, that impede access to materials will definitely and directly decrease or hinder usage. It should be possible to limit the distribution of free resources to people who have a real need for them, thus providing full service to the designated users of a program without charging an otherwise inappropriate fee.

Because finances are always limited to some extent, no one program can cope with all the resources available. Accordingly, priorities have to be set according to selected criteria. Such criteria might include:

1. The needs and objectives of the clientele to be served.
2. The existing resource programs that have been developed or may be coordinated with other agencies.
3. The purposes of the sponsor.
4. The capabilities of the staff personnel and users.

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ADULT AND CONTINUING EDUCATION TODAY

Washington, D.C.

A NATIONAL JOURNAL

LOOKS AT

ADULT LEARNING

in the

METROPOLITAN SYRACUSE COMMUNITY

This summer, Mr. Samuel C. Brightman, editor of a national newsletter on adult learning, visited Syracuse to get the feel of adult learning processes in what he said could be called "Adult Education Town,U.S.A.".

Brightman visited learning institutions and talked with providers and learners and spoke at a give-and-take session at the Metropolitan Syracuse Committee on Adult and Continuing Education. His report appeared in four issues of ADULT and CONTINUING EDUCATION TODAY as reproduced by permission of the Learning Resources Network in this leaflet.

The Metropolitan Syracuse Committee on Adult & Continuing Educ. expresses appreciation to Mr. Brightman and to the publishers of TODAY.

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Dr. Alexander Charters

ADULT AND CONTINUING EDUCATION TODAY

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ADULT EDUCATION TOWN, U.S.A.

I have lived in the Washington, D.C., area since 1941, and have lived in and owned a house in suburban Maryland since 1954, but somehow I still regard myself as a visitor, living here temporarily. Every so often I have this urge to go visit the real U.S.A.—Missouri, where I was born and raised, or Cincinnati or Louisville, where I newspapered for several years before I settled down as a permanent visitor to the nation's capital. I get around a little bit, covering adult education conferences, occasionally making a speech at a conference, but these trips aren't really "seeing America." Usually I stay in a hotel or motel and talk with other visitors. For years I have talked about spending a few days in a "typical" city to get a feel of what adult educators are doing in the "real America."

In the mid-seventies I was a consultant to a Syracuse University Research Corporation project and made quite a few hurried visits to Syracuse and to retreats at nearby lake settings. I had the impression that if there were an "Adult Education Town, U.S.A.," Syracuse might well be it. Syracuse University has a vigorous continuing education program and a strong graduate program in adult education and it seemed to me that just about every adult learning program or device or organization was represented in the Syracuse area.

I had an additional interest in Syracuse because of an elderly Saab automobile with front-wheel drive and a three cylinder engine which was fed with a mixture of gasoline and motor oil. I purchased the Saab for $150 from a young man who had used it while attending Syracuse University. The Saab was prompt to fire on cold mornings and was dependably sure-footed in Washington's wet, slippery snow, but I could tell from its rust scars that Syracuse must have the kind of winters that breed character. When I drove the Saab I felt almost like a Syracuse alumnus.

The notion of going to Syracuse to see what adult education was like in the "real America" was in my mind for some time and a few years ago I mentioned it to an unusual man I see frequently at the board meetings of the Coalition of Adult Education Organizations. His name is Dr. ALEXANDER NATHANIEL CHARTERS and he is, I think, one of the reasons that Syracuse is a kind of adult education mecca.

Invitation to Syracuse

Some years ago Dr. Charters suggested that I come to Syracuse for a few days as his guest and let him show me around so I could get a feel for its adult education resources and how they were working. Finally, after several false starts, I managed to make it to Syracuse early in June.

Dr. Charters and I have in common an interest in adult education and in the invasion of Normandy by Allied forces in 1944, where we were both in attendance on D-Day, he as a Canadian naval officer on Sword Beach and I as an American Army officer on Omaha Beach. The 40th anniversary of this massive military operation was being observed during my visit and occasionally, but not for long, it distracted us from our intensive show-and-tell study of adult learning in the Greater Syracuse Metropolitan area. Outside these two common interests, we are substantially different. He is Gown and I am Town. He is a scholar and I am an experiential learner. In 1948, he obtained a Ph.D. in Adult Education from the University of Chicago and began a lifelong, distinguished academic career at Syracuse University. In 1948 I was Associate Director of Publicity for the Democratic National Committee, struggling to help President Truman win his upset victory in that year's presidential election. I became involved in adult education in 1971 when I became editor of *Adult and Continuing Education Today*. By then Dr. Charters was a vice president of Syracuse University, in charge of a wide range of continuing education programs, had been chairman of the Galaxy Conference of Adult Education Organizations and national president of many important adult and continuing education organizations.

I am older than Dr. Charters but when I arrived at Syracuse he became mentor and I became pupil. Dr. Charters had organized a busy round of meetings with adult learning providers and he kept me on schedule and on target, not an easy task because I have a grasshopper mind that tends to jump often from the topic at hand.

Now comes time to report on what I saw and did on this busy visit and now comes a problem. There isn't room in this article for me to give any real descriptions of the people I met. If they come through as cardboard figures in this report, the fault is mine, not theirs. They were warm, enthusiastic, friendly, proud of their programs and committed to them. Sometimes I wish that outsiders could believe as strongly in what adult educators are doing as do the educators themselves. Secondly, if this article doesn't make it clear to the reader what each program does and how it does it, blame lack of space and lack of expertise by the reporter.

University Is the Largest Employer

Syracuse University is the biggest employer in the city of Syracuse, which has a population of 170,000. The Syracuse Metropolitan Statistical Area is 2700 square miles consisting of Onondaga (464,000), Oswego (114,000) and Madison (65,150) counties. It contains 602,000 whites and 31,000 blacks, most of them in Syracuse. Cost of living is a little lower and family income a bit higher than the national norm.

The town is a pleasant place with attractive residential areas. Architecture is eclectic, both on the Syracuse University campus and downtown, with beautiful old buildings and attractive and nondescript new ones. Syracuse does show urban renewal scars and a few ugly expressways mar its downtown area. The campus is on hills overlooking the commercial section of town. There are ethnic neighborhoods. Much of the industry is on the outskirts of the town or in suburbs. The economy seems fairly well-balanced with manufacturing and service components both prospering. There is an aggressive Chamber of Commerce, which vigorously promotes the area's educational facilities in its hunt for new businesses.

During the years since 1948, when Dr. Charters came to Syracuse University as an assistant to the dean of University College, the University has developed into a national resource for adult educators as well as a rich and diversified source for the continuing education of all adults.

SUPCE and SUREA are the acronyms for two organizations providing a wealth of materials for adult educators. HAROLD W. STUBBLEFIELD, associate professor of Adult and Continuing Education at Virginia Polytechnic Institute, tells about these organizations and Dr. Charters' role in establishing them.

A Great Collection of Adult Ed Materials

"Since the 1950s Syracuse University has provided leadership in the publication, collection, and dissemination of adult education resources through the Syracuse University Publications in Continuing Education (SUPCE) and the Syracuse University Resources for Educators of Adults (SUREA). This resource center is the only collection of its kind in this country. The materials provide a rich source for adult education practitioners and researchers. Alexander N. Charters, in a quarter century at Syracuse, has provided the leadership for the University's becoming a prominent resource for publications and resources for educators of adults.

"SUPCE includes over 300 publications. Many of these were given to SUPCE by the Center for the Study of Liberal Education of Adults (CSLEA) and the American Foundation for Continuing Education. The SUPCE series includes: Notes, Essays, Reports, and Occasional Papers of the Center for the Study of Liberal Education for Adults (CSLEA); Landmark and New Horizon series; William Pearson Tolley Medal series; Papers on Adult Education—University College (Blue Books); the American Foundation for Continuing Education (AFCE), formerly the American Foundation for Political Education; MSS series (Manuscripts and General); Research Reports, the International Handbook for Resources for Educators of Adults; the Syracuse University Centennial Series; and Syracuse University related publications. SUPCE prints and distributes materials produced or related to SUREA and is distributing agent for some adult education organizations.

"From the first, SUREA has brought together materials in a variety of formats. The materials range from books to audio tapes and recordings to personal papers to photographs."

"The collections are:

Books. An effort is made to acquire all significant books on adult/continuing education that are in the English language. The collection, which is historical and up to date, is processed under the Library of Congress system. The Paul Hoy Helms Collection in Liberal Adult Education, funded by the Fund for Adult Education, has been processed and a list compiled.

Pamphlet File. Hundreds of pamphlets are processed in the pamphlet file. Acquisition listings, alphabetical by title and under descriptive subject headings and by card catalogue under author, are available.

Periodical and Newsletters. Over one hundred periodicals and newsletters related to adult/continuing education are current, with many series complete. Newsletters are now in the pamphlet file.

Media-Nonprint. The media-nonprint collection contains over 300 audio tapes and audio recordings; videocassettes, videotapes, and films (8 and 16 mm.) are included. In addition, a list of 400 adult education masters theses and doctoral dissertations in the United States have been compiled under descriptive subject headings. Microfilms released before July 1, 1973, are available in Bird Library and since then a list is kept. Also available on videotapes is the complete Omnibus Series which was provided for national TV viewing by the Ford Foundation and the Columbia Broadcasting System (CBS). A film collection is now being developed.

Oral History. The oral history collection is designed primarily for historical research. The items included are sound and video recordings which have been recorded since the early 1950s and the Mentor series.

Syracuse University has a strong graduate program in adult education and I met with ROGER HEIMSTRA, RALPH BROCKETT and BERT SISCO for an update on their current activities, which include a weekend college for employed graduate students.

A Bridge Between SU and City

FRANK FUNK, a national leader in the field of continuing education, is dean of University College, Syracuse University's extensive continuing education operation. In addition to the usual and some unusual offerings for adult learners, University College conducts the Thursday Morning Roundtable, which provides a bridge between Syracuse University and community leaders, helps improve communications between government officials and business and service agency personnel, helps to promote civic projects and seeks to improve understanding of public policy issues and problems.

TMR membership is a mixture of Syracuse area people with special public responsibilities: government officials (city, county and state-regional), business owners and specialists, heads of civic organizations and social agencies, religious and educational leaders. In 1983 members represented 45 businesses, 27 government offices, 26 agencies, 17 professional offices and 8 educational institutions. Membership is 203. Average weekly attendance is 130.

TMR has received four awards for creativity and excellence in programming from national associations and has been cited frequently by governmental officials for contributions to civic literacy and community improvement.

Some adult and continuing education operations I have seen have been remote from the current needs for citizen and civic education. A study of past programs of the Thursday Morning Roundtable indicates that the program has kept University College in the thick of current local issues. It may have created a few issues as well.

Hospitals Teach Patients

Outreach in health education and senior citizens' services where I live hasn't reached out far enough to get in my line of vision. When I was hospitalized at age 71 for cardiac-pulmonary arrest I managed to go home without any material or reference to learning opportunities for coping with chronic obstructive pulmonary disease (C.O.P.D.) or programs for cardiac rehabilitation or opportunities for special health care training assistance for the aged. Patients get all of those at Syracuse hospitals. I was amazed at the extent of public education, help for the aged, and continuing education for medical professionals that was available at Syracuse.

Some *ACET* readers are aware that I serve as a consultant to the National Council of Senior Citizens and have testified before Congressional committees on matters affecting the aging. My experience is that information about services and learning assistance to the aged is not easy to come by in the Maryland suburb of Washington where I live. It may be because Syracuse is a more manageable size, but again I was pleased at the size and availability of learning and social services for the elderly.

Patient education, services for the aged and continuing professional education for those in the medical and social worker fields were covered at a briefing I was given at the Hutchings Psychiatric Center.

The briefing was arranged by **ELIZABETH KATONA**, director of staff development, nursing at Community General Hospital. Other staff from that hospital told me about its extensive patient education program which includes closed circuit TV and which provided me with a better book on managing C.O.P.D. (Chronic Obstruction Pulmonary Disease) and on how hospitals function than anything I had been able to lay my hands on in Washington. Representatives of the Upstate Medical Center (SUNY) and a variety of hospitals and social service delivery agencies told me of their activities. A representative of the metropolitan Committee on Aging provided an account of a variety of coordinated services for the aging that tempt me to think of moving to Syracuse should I become unemployed and have free time to spend in Senior Centers.

One thing that struck me at this briefing and at others I received during my visit was that the people seemed to know each other and to talk with each other about their programs. Maybe the size of Syracuse encourages this exchange of information, but it is something that I don't always see. Also, I feel good when people feel good about what they're doing. I felt good on this visit.

High Quality Instruction Sought

JAMES D. FRATTO, director of continuous learning at LeMoyne College, a small Jesuit institution, brought together a variety of learning assistance providers to brief me on their activities. Fratto came into what would have seemed to be a crowded market and found students for his growing program, which includes the Elderhostel for senior citizens. A Fratto memorandum to the faculty, relating to growth in number of students and in course registration, struck me as unusual in an era where I read in professional journals more about continuing education marketing than I read about teaching and learning. He wrote:

"I would like to thank you all for being such terrific teachers, because the quality of instruction, not the TV commercials (gulp) sustains the program." Fratto fights hard to keep up the quality of his night classes for adults by using regular daytime faculty instead of adjunct night school teachers.

One of the education providers in the Syracuse area is Columbia College, which serves about 150 students at a nearby Air Force base. When I was in the first grade at Columbia, Mo., we lived near the campus of Christian College, a women's institution serving young ladies from the nearby farms and small towns. Now Christian College has become Columbia College and conducts a program that provides education for the military far, far from the placid campus in central Missouri. It was a real pleasure to tell JOYCE HOWLAND, who conducts the Syracuse operation for Columbia College, that "it's a small world."

STANLEY BENNETT, who works at a psychiatric center, is the Syracuse area adviser for the Regents' External Degree Program. He's a good advertisement for the program. He's a Regents' graduate himself. Regents' success stories include things like getting a baccalaureate degree for $500 in tuition fees. The program enables individuals to study independently and take examinations for which academic credit is awarded. Military education programs and special assessments are ways to get credit. About 10 persons a year in the Syracuse area get degrees by this route.

The Empire State College/SUNY has an office and mentors in Syracuse. It offers degrees earned through a variety of learning modes, including life work experience that is relevant to the degree.

By far the largest enrollment of part-time adult students at the post-secondary level is the University College of Syracuse University, which serves about 6,000 people. It offers such a broad range of services that it is easier to say what it doesn't offer, such as law degrees and education (the School of Education operates its own adult program, including a weekend plan for graduate work), or architecture. It has pioneered in independent study degrees, women's re-entry counseling, and a retired professional program. Syracuse has a large supply of highly educated retired and semi-retired, all determined to keep busy and keep on learning, one of whom is my host, Dr. CHARTERS.

BOCES is indigenous to New York. It stands for Board of Cooperative Educational Services and is funded by state and local funds. ROBERT GIAMBATTISTA, assistant superintendent for adult education, hosted a meeting where I learned about BOCES activities in providing skill training, high school equivalency, English as a second language and adult basic education courses. I also got filled in on the activities of the Syracuse Public Schools.

There was a presentation from the Onondaga Community College. It's a handsome place with a wide variety of services including a speaker's bureau that appears to be an unusually effective way of serving the community and obtaining publicity and good will at the same time. Topics include "Reaganomics," "Clowning as a Home Business," and "Five String Banjo: Trailing and Scruggs Style." The bureau also books performances by nine groups from the music department. If any club cannot find something to interest it from this speaker's bureau catalog, it's a pretty jaded bunch of people.

I like old buildings and I like libraries, so I spent a pleasant afternoon at the Onondaga County Public Library, a wonderful combination of musty 19th century charm and up-to-the-minute computerized efficiency and imaginative community service. JANE CATHCART, head of extension, had invited a variety of providers—museums, historical societies and others to visit with me and talk about what they were doing.

One of the presenters was JEAN KORDALEWSKI, director of the Regional Learning Service of Central New York. This was one of the organizations I had in mind when I picked Syracuse as a city where important adult learning programs had originated. Jean Kordalewski has written a monograph on the history of RLS that has been published through a grant from the Kellogg Foundation and you can write her at the RLS offices 405 Oak St., Syracuse, NY 13203 for this and other information. RLS is generally believed to be a brain child of the late STEPHEN K. BAILEY, a practicing political scientist (once mayor of Middletown, Connecticut), former dean of the Maxwell School at Syracuse, a practicing Democrat with whom I had been allied in old political battles, and chairman of the Policy Institute at the Syracuse University Research Corporation and a member of the New York State Board of Regents when he came up with the RLS idea in the early '70s. He wanted a new service to counsel adults on the learning options that could result in more freed-up lives and more freed-up citizens. Grants were obtained and the RLS opened in 1974 under the direction of FRAN MACY, who went on to form The Center for Educational Brokerage. RLS now gets local United Way support and no longer gets grants from foundations or the federal government. In New York state, six pilot sites are participating in the development of a statewide library-based Educational Information Program. In Syracuse the RLS and the Onondaga County Public Library System are working together to operate an Educational Information Center. One of their products is a Directory of Adult and Continuing Education in Onondaga County that is as clear and comprehensive as any I have seen. (Ed. Note: The list of offerers of group instruction begins below.)

YES, THERE'S AN EMBALMING COLLEGE. YES, THERE'S A FUNIVERSITY. YES, THERE'S . . .

There is a Directory of Adult and Continuing Education in Onondaga County, prepared and published by the Onondaga County Education Information Center, a collaborative project of the Regional Learning Service and the Onondaga County Public Library. The directory seeks only to include offerers of regular group instruction to the general public. There is an Education Hotline that provides information about other learning sources. In the directory five categories of subjects are marked by letters as follows: Academic (A), Basic Skills (B), General Interest (G), Recreational (R), and Vocational/Occupational (V/O). These are the organizations listed in the index:

American Institute for Paralegal Studies, Inc., V/O; American Red Cross, Syracuse and Onondaga Chapter, G;

Backstage Theatre Arts At The Landmark, R; Barbizon Modeling School of Syracuse, Inc., V/O; Beaver Lake Nature Center, R; BOCES, Onondaga-Madison Counties, B, G, R; Brighton Family Center, G; Bryant & Stratton Powelson Business Institute, A, V/O;

Catholic Charities, G; Center of Ballet and Dance Arts, R; Center for Holistic Living, Inc., G; Central City Business Institute, A, V/O; Central New York Association For The Hearing Impaired, Inc., G; Chapman College Residence Education Center, A; Childbirth Education Association of Greater Syracuse, Inc., G; Clark Music Company, R; Columbia College, A; Community Folk Art Gallery, R; Computer Solutions, G; Contact-Syracuse, Inc., G; Contemporary School of Beauty Culture, Ltd., V/O; Cooperative Extension Association of Onondaga County, G; Crouse-Irving Memorial Hospital School of Nursing, V/O;

Dale Carnegie Institute of Central New York, G; The Dance Place, R; Drake Studio, R, V/O;

Educational Opportunity Center (SUNY), B; Empire State Baptist Seminar, V/O; Empire State College/SUNY, A;

Family Life Education, G; Funiversity, G, R;

Home Aides of Central New York, Inc., V/O; Huntington Family Centers, Inc., R; Hutchings Psychiatric Center, V/O;

Industrial Trades Institute, V/O; International Management Council of Central New York, G;

Jewish Community Center of Syracuse, R;

LaLeche League of Syracuse, G; Laubach Literacy, Inc., B; LeMoyne College, Continuous Learning Program, A; Literacy Volunteers of Greater Syracuse, Inc., B; Lorraine School of Dance, R;

Maria Regina College, A; Medical Personnel Pool, V/O; Metropolitan School For The Arts, Inc., R;

National Tractor Trailer School, Inc., V/O; Northeastern Technical Institute, Inc., V/O;

Onondaga Braillists Organization, Inc., G; Onondaga Community College, A; Onondaga County Child Care Council, Inc., G; Onondaga County School Districts, A, B, G, R; Onondaga Flight School, R, V/O; Onondaga Pastoral Counseling Center, G;

Planned Parenthood Center of Syracuse, Inc., G;

Quality Care Nursing Services, V/O;

Radio Shack Computer Center, G; Regents External Degree, SUNY, A;

Safety Council of Central New York, G; St. Joseph's Hospital School of Nursing, V/O; Sair Aviation Flight School, R, V/O; Salt City Center For The Performing Arts, R; Self Awareness Center, G; Simmons School of Mortuary Science, Inc., A, V/O; Stanley H. Kaplan Education Center, G; Steppin Out With Medicis Dance Center, R; SUNY College of Environmental Science and Forestry, A; SUNY Upstate Medical Center, College of Health Related Progessions, A; Syracuse Association For The Education Of Young Children, G; Syracuse Ballet Academy, Syracuse City School District, B, G, R, V/O; Syracuse East-West Center, G; Syracuse Parks And Recreation's Ida Benderson Senior Center, G, R; Syracuse University, A;

University College of Syracuse University, A, G, V/O;

Women's Information Center, G;

Young Men's Christian Association of Syracuse and Onondaga County, R; Young Women's Christian Association of Syracuse and Onondaga County, R.

There is an Educational Opportunity Center in Syracuse that is operated by the State University of New York College at nearby Morrisville (where JAMES DORLAND and DAVID PUDDINGTON, formerly of NAPCAE, are the faculty). The program provides assessment and remedial education services for the Job Training and Partnership Agency in Syracuse.

Although many of us are aware of the learning resources offered by museums and historical associations, I suspect that most of us, me included, know very little about how they are operated. That is why I was fascinated by what MICHAEL O'LEAR, the director of the Regional Conference of Historical Agencies, told me on my Syracuse visit. The organization is located at Manlius, near Syracuse, and was established more than 10 years ago to help museums and historical agencies in 23 counties in central and upstate New York.

The RCHA provides direct technical assistance through workshops, on-site consultations, lecture series, monthly newsletters, technical information sheet series, archival supplies program, liability insurance, special equipment purchase programs, a library and more.

Syracuse has more than a small-town supply of museums. The Canal Museum has relics of the Erie Canal. The Everson Museum of Art is the first museum designed by famed architect I. M. PEI. Discovery Center is a science and technology museum. The Onondaga Historical Museum has artifacts and memorabilia. Lake Park has a Salt Museum and a recreated French Jesuit Mission. The Lowe Art Gallery emphasizes contemporary art.

Two of America's great volunteer literacy programs are headquartered in Syracuse. I like to think of Laubach Literacy International and Literacy Volunteers of America as pioneers, lighting substantial candles in the darkness of illiteracy long before the federal government provided any resources to attack the problem.

Extension Teaches in Four Areas

JOHN KRAMER is an earnest and busy young man who coordinates the activities of the Cooperative Extension Association of Onondaga County. So imbedded in my mind is the picture of the county agent in my childhood in Missouri, an important man who brought the farmers the latest techniques from the College of Agriculture at the State University, that I tend to forget that extension today is helping people to put knowledge to work in four areas: agriculture, community issues, home economics and 4-H Youth Development. Onondaga County is a mixture of city and suburb, of manufacturing and service industries, and of commercial light farming, so it manages to use all of these programs. It's hard to think of extension serving inner city families, but its nutrition programs are an important form of help to the needy. There are quite a few part-time public officials in the small towns around Syracuse. Extension has a program to help train them for such public service. State headquarters for the program is Cornell University, which publishes an amazing library of inexpensive how-to books, including one that enables a housewife to determine the dollar value of all that housework she does, and another one on how to recane a chair. A wonderful variety of learning help.

Corporate support for education and training outside the workplace is strong in Syracuse, as I learned from a briefing arranged by ELAINE STEPANIAN, president of the local chapter of the American Society for Training and Development. PAUL H. SMITH, manager of training and development at Bristol Myers, and DOUGLAS MACE, associate chief of staff at the Veterans Administration Medical Center, described a variety of in-house and institutional training opportunities for employees.

HAROLD VAUGHN directs the activities of the United Nations Association. The members are busy with the issue of the U.S. pulling out of UNESCO. SYDNEY TYLER operates A Partners of the Americas program. Central New York is partners with Trinidad and Tobago in the Caribbean. The two partners exchange training. CHESTER GATES runs the Council of Service Clubs, which provide adult education for their members.

There is even a volunteer center where volunteers recruit and train volunteers for civic activity and social services. The Community Information and Referral Service is located in a restored building in downtown Syracuse and is run by JEAN GREENE, who bills her operation as: "Your Link to Our Community's Services."

The center refers citizens to sources of help and refers volunteer workers to agencies. For example, it is a provider of volunteer tutors to the literacy organizations. It also acts as a go-between in social service areas.

The time scheduled for my Syracuse visit was drawing to an end and host Charters pointed out that we had not investigated such adult learning resources as cable and public broadcasting, religious organizations, the performing arts (symphony and theater), labor unions, the military or law enforcement agencies. And I had hurried on from discussions where I could have spent hours more learning new things. Still I had a pretty good feel for adult learning resources in Syracuse.

I had enjoyed a visit with the Metropolitan Syracuse Committee on Adult and Continuing Education, where we had refreshments, courtesy of DEAN FUNK of the University College, and exchanged some ideas. The Onondaga County Executive, JOHN MULROY, was there and made a little talk. He said adult education was good for Onondaga County, but he is prejudiced. He was graduated from the University College some seven years after he left military service in World War II.

Syracuse Is Highly Rated

Does all this adult learning opportunity make a difference? The Chamber of Commerce seems to think so. It boasts of Syracuse's educational resources of all kinds. The Syracuse City School District brags that Rand McNally's "Places Rated Almanac" ranked Greater Syracuse as the 7th most livable community in America with the 9th most desirable educational system in the country. It is a pleasant city with a well-balanced economy. At a time when many eastern cities are slipping, Syracuse seems to be holding its own. Consider these figures, which show why Syracuse is one of the nation's leading areas for the test-marketing of new products, an educational process in itself. Nationwide 52 percent of adults are women and 48 men. For the Syracuse area it is 53 and 47. Nationally, 29 percent of adults are 55 or older. In Syracuse it's 28.8. The average national household income is $22,683. For Syracuse it is $23,444. All this helps Syracuse to be a test marketing city and thus to be first with the latest. You have to believe that all this test marketing is a real boon. Recently Syracuse stores were carrying "Arf'n'Arf," a soft drink for dogs that was sold in six-packs. Washington may be the national headquarters for the American Association for Adult and Continuing Education and the National University Continuing Education Association but Arf'n'Arf hasn't arrived here yet. In Syracuse adult learning's blessings benefit both man and beast.

PART B

AIDS TO ACCESS

Substantial effort has been made to provide easy access to materials. In addition to Descriptive and Subject Headings other aids to the user are provided. As appropriate in the various publications and documents, call and other numbers are given for ERIC, Library of Congress (LC), and SULIRS; and Access and Acquisition lists of materials and shelf lists.

The following publications provide aids to access:

Accessibility to Resources for Educators of Adults, Alexander N. Charters. MSS 9, 1977, Syracuse University, Syracuse, NY 13244-2340 USA.

ED: 175 464

SULIRS: LC 5219 C45 A2

Aids to Access - Resources for Educators of Adults, Alexander N. Charters. MSS 1, 1978, SUPCE, Syracuse, NY, 13244-2340 USA

ED: 168 598

SULIRS: LC 5219 C45 A38

In order to provide some information or system for processing resources into SUREA, a list of Descriptive Subject Headings was developed. This list is included in Aids to Access (Above).

An up-dated list of Descriptive Subject Headings has been made.

See: B-1.

Contact Person:

Mr. Terrance Keenan
Adult Education Manuscript Librarian
George Arents Research Library
Rm. 605, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

SU-AE
MEMO 28
September 1985
(Updated)

SYRACUSE UNIVERSITY RESOURCES FOR EDUCATORS OF ADULTS (SUREA)

Pamphlet File E. S. Bird Library
English Language Materials

DESCRIPTIVE SUBJECT HEADINGS
(DSH)

00 GENERAL - 3 or more Descriptive Subject Headings

01 ACCREDITATION - continuing education unit (CEU) - special degrees - credits - certification

04 ADMINISTRATION - management

12 AGENCIES - organizations - sponsors

16 COMMUNICATIONS - dissemination

20 COMPARATIVE

24 COUNSELING - personal - tests

28 EVALUATION

32 FINANCES - budgeting

36 FOUNDATIONS - definitions - assumptions - rights - freedom - philosophy - theories

40 FUTURES

44 HISTORY

48 INSTRUCTION - methods - materials - facilities - equipment

50 INTERNATIONAL

52 LEARNING - psychology - motivation

56 LEGISLATION

60 POLICY/PLANNING

62 PROGRAMS

64 PROGRAM DEVELOPMENT - needs - objectives

68 PUBLIC RELATIONS - promotion - marketing

72 RESEARCH - publications

76 RESOURCES - print and non-print

80 STATISTICS

82 STUDENTS - adults - learners - characteristics

84 TEACHERS - faculty - program administrators - staff

88 TRENDS

93 ACQUISITION LISTS

95 NEWSLETTERS

97 INTERNATIONAL HANDBOOK OF RESOURCES FOR EDUCATORS OF ADULTS

DESCRIPTIVE SUBJECT HEADINGS

Description of Headings

00 GENERAL - 3 or more Descriptive Subject Headings

01 ACCREDITATION (Resources in this category) pertain to governmental, organizational, institutional and/or programmatic methods of approval. Recognition of such as maintaining standards for offering credit for courses and certification for training.

04 ADMINISTRATION (Resources in this category) pertain to the organization, management and supervision of adult and continuing education agencies and programs.

12 AGENCIES (Resources in this category) pertain to an administrative establishment which sponsors and acts for specific organizations concerned with adult and continuing education.

16 COMMUNICATIONS (Resources in this category) pertain to methods and techniques of information dissemination.

20 COMPARATIVE (Resources in this category) pertain to comparative studies in adult education at both national and international levels.

24 COUNSELING (Resources in this category) pertain to methods and techniques of professional guidance for adults by continuing education personnel and staff. Included are methods and instructions for testing and evaluation.

28 EVALUATION (Resources in this category) pertain to methods and techniques to determine significance or worth of adult and continuing education programs.

32 FINANCES (Resources in this category) pertain to the money or other capital resources and budgeting of adult and continuing education programs.

36 FOUNDATIONS (Resources in this category) pertain to the psychological, sociological, and anthropological backgrounds of and demographic studies on adult and continuing education. Also, resources included related to the philosophy, theories, definitions and assumptions about adult education.

40 FUTURES (Resources in this category) pertain to projections and predictions in adult and continuing education.

44 HISTORY (Resources in this category) pertain to chronological record of significant events in the field of adult and continuing education.

48 INSTRUCTION (Resources in this category) pertain to methods, techniques, materials and facilities designed for imparting knowledge.

50 INTERNATIONAL (Resources in this category) pertain to information about adult education in countries outside of the United States.

52 LEARNING (Resources in this category) pertain to the psychology, physiology and theories of adult learning.

56 LEGISLATION (Resources in this category) pertain to laws, regulations and statutes designed or intended to effect adult and continuing education by local, state, federal governments. Also relates to international organizations.

60 POLICY/PLANNING (Resources in this category) pertain to policies and plans of governmental and non-governmental decisions about adult and continuing education.

62 PROGRAMS (Resources in this category) pertain to specific curricula, syllabus, plans and operation of adult and continuing education activities.

64 PROGRAM DEVELOPMENT (Resources in this category) pertain to the identification of learning needs through needs assessments and the subsequent development and implementation of education programs and evaluation. Also included are the principles and procedures of curriculum development, design and evaluation.

68 PUBLIC RELATIONS (Resources in this category) pertain to the promotion and publicity of programs to achieve a degree of understanding and goodwill.

72 RESEARCH (Resources in this category) pertain to methods and techniques of inquiry, investigation and experimentation used in the study of adult and continuing education. In addition, this category includes findings and practical applications of theories related to adult and continuing education.

76 RESOURCES (Resources in this category) pertain to human and physical sources and guides to the accessing these sources. Materials in this category include print and non-print items such as annotated bibliographies, reading lists, films and tapes which may be used by adult and continuing education personnel.

80 STATISTICS (Resources in this category) pertain to collection, analysis, interpretation of demographic and financial data on adult and continuing education.

82 STUDENTS (Resources in this category) pertain to the recruitment, retention and characteristics of adult students.

DESCRIPTIVE SUBJECT HEADINGS

With Sub Headings

EDUCATION ADULT:

- 01 ACCREDITATION - (CEU - Special Degrees - credits - certification)
- 04 ADMINISTRATION
- 12 AGENCIES
  - 12A. GOVERNMENTAL AGENCIES
    - 12A. 10 International
    - 12A. 15 Regional
    - 12A. 20 National
    - 12A. 25 State
    - 12A. 30 Local
  - 12B. NON-GOVERNMENTAL AGENCIES
    - 12B. 10 Arts Councils
    - 12B. 15 Business and Civic Organizations
    - 12B. 20 Charitable and Non-Profit Foundations
    - 12B. 25 Churches and Synagogues
    - 12B. 30 Communications Media
    - 12B. 40 Community Organizations
    - 12B. 41 Charitable Groups
    - 12B. 42 Fraternal Organizations
    - 12B. 43 Political Parties
    - 12B. 44 Service Clubs
    - 12B. 45 Special Interest Groups
    - 12B. 46 Trade Associations
    - 12B. 50 Labor Unions

84 TEACHERS (Resources in this category) pertain to characteristics of issues related to adult and continuing education teachers and facilitators.

88 TRENDS (Resources in this category) pertain to current developments, issues and general movements related to adult and continuing education.

93 ACQUISITION LISTS (Resources in this category) pertain to lists of books, monographs and other items which are periodically prepared by libraries, documentation and other centers.

95 NEWSLETTERS (Resources in this category) contain newsletters which cover topics related to adult education. It includes some periodicals not listed, at present, in the Periodical section of Bird Library.

97 INTERNATIONAL HANDBOOK OF RESOURCES FOR EDUCATORS OF ADULTS (Resources in this category) are the references cited in the International Handbook.

- 12B. 60 Non-charitable Foundations
- 12B. 70 Private Schools
- 12B. 75 Public Schools
- 12B. 80 Professional Societies
- 12B. 90 Universities and Colleges
- 12B. 91 Junior Colleges
- 12B. 92 Museums
- 12B. 93 Libraries
- 12B. 94 Cultural
- 12B. 95 Educational and Life Counseling
- 12B. 96 Research Institutes
- 12B. 97 Non-collegiate Continuing Education

12C. INTERNATIONAL ORGANIZATIONS

- 12C. 10 Governmental
- 12C. 20 Non-governmental

16 COMMUNICATIONS

20 COMPARATIVE

- 20A. GENERAL
- 20B. NATIONAL
- 20C. International

44 HISTORY

48 INSTRUCTION - materials - facilities - methods

50 INTERNATIONAL

50A COUNTRIES (World Almanac 1986, p.627)

50G	General - 2 or more countries
50AA 15	Afghanistan
50AA 20	Albania
50AA 25	Angola
50AA 30	Antigua and Barbuda
50AA 35	Argentina
50AA 40	Australia
50AA 45	Austria
50AB 10	Bahamas
50AB 15	Bahrain
50AB 20	Bangladesh
50AB 30	Belgium
50AB 35	Belize
50AB 40	Benia
50AB 45	Bhutan
50AB 50	Bolivia
50AB 55	Botswana
50AB 60	Brazil
50AB 65	Brunei
50AB 70	Bulgaria
50AB 75	Burkina Faso
50AB 80	Burma
50AB 85	Burundi
50AB 90	Byelorussia
50AC 10	Cambodia (Kampuchea)

50AC 15	Cameroon
50AC 20	Canada
50AC 25	Cape Verde
50AC 30	Central Africa Republic
50AC 35	Chad
50AC 40	Chile
50AC 45	China
50AC 50	Colombia
50AC 55	Comoros
50AC 60	Congo
50AC 65	Costa Rica
50AC 70	Cuba
50AC 75	Cyprus
50AC 80	Czechoslovakia
50AD 10	Denmark
50AD 15	Djibouti
50AD 20	Dominica
50AD 25	Domonican Republic
50AE 15	Egypt
50AE 20	El Salvador
50AE 25	Equatorial Guinea
50AE 27	Estonia
50AE 30	Ethiopia
50AF 10	Fiji
50AF 15	Finland
50AF 20	France
50AG 10	Gabon

50AG 15	Gambia
50AG 20	Germany, East
50AG 25	Germany, West
50AG 30	Ghana
50AG 35	Greece
50AG 40	Grenada
50AG 45	Guatemala
50AG 50	Guinea
50AG 55	Guinea-Bissau
50AG 60	Guyana
50AH 10	Haiti
50AH 15	Honduras
50AH 20	Hungary
50AI 10	Iceland
50AI 15	India
50AI 20	Indonesia
50AI 25	Iran
50AI 30	Iraq
50AI 35	Ireland
50AI 40	Israel
50AI 45	Italy
50AI 50	Ivory Coast
50AJ 10	Jamaica
50AJ 15	Japan
50AJ 20	Jordan
50AK 10	Kenya
50AK 12	Korea

50AK 15	Kuwait
50AL 10	Laos
50AL 15	Lebanon
50AL 20	Lesotho
50AL 25	Liberia
50AL 30	Libya
50AL 35	Luxembourg
50AM 10	Madagascar
50AM 15	Malawi
50AM 20	Malaysia
50AM 25	Maldives
50AM 30	Mali
50AM 40	Malta
50AM 43	Martinique
50AM 45	Mauritania
50AM 50	Mauritius
50AM 55	Mexico
50AM 60	Mongolia
50AM 65	Morocco
50AM 70	Mozambique
50AN 10	Nepal
50AN 15	Netherlands
50AN 20	New Aezland
50AN 25	Micaragua
50AN 30	Niger
50AN 35	Nigeria
50AN 40	Norway

50AO 10	Oman
50AP 10	Pakistan
50AP 15	Panama
50AP 20	Papua New Guinea
50AP 25	Paraguay
50AP 30	Peru
50AP 35	Philippines
50AP 40	Poland
50AP 45	Portugal
50AQ 10	Qutar
50AR 10	Romania
50AR 15	Rwanda
50AS 10	Saint Christopher & Nevis
50AS 15	Saint Lucia
50AS 20	Saint Vincent and the Grenadines
50AS 25	Samoa (Western)
50AS 30	Sao Tome e Principe
50AS 35	Saudi Arabia
50AS 40	Senegal
50AS 45	Seychelles
50AS 50	Sierra Leone
50AS 55	Singapore
50AS 60	Solomon Islands
50AS 65	Somalia
50AS 70	South Africa
50AS 75	Spain
50AS 80	Sri Lanka

50AS 85	Sudan
50AS 90	Suriname
50AS 95	Swaziland
50AS 100	Sweden
50AS 105	Switzerland
50AS 110	Syria
50AT 10	Tanzania
50AT 15	Thailand
50AT 20	Togo
50AT 25	Trinidad & Tobago
50AT 30	Gunisia
50AT 35	Turkey
50AU 10	Uganda
50AU 15	Ukraine
50AU 20	USSR
50AU 25	United Arab Emirates
50AU 30	United Kingdom
50AU 35	United States
50AU 40	Uruguay
50AV 10	Vanuatu
50AV 15	Venezuela
50AV 20	Vietnam
50AY 10	Yemen
50AY 15	Yeman, South
50AY 20	Yugoslavia
50AZ 10	Zaire
50AZ 15	Zambia

50AZ 20 Zimbabwe

50B ORGANIZATIONS

50B10	Asian-South Pacific Bureau of Adult Education
50B12	Caribbean Regional Council for Adult Education
50B15	Commission of European Countires
50B20	Commonwealth
50B22	Comparitive and International Education Society
50B25	Council of Europe
50B30	European Bureau for Development of Vocational Training
50B35	European Bureau of Adult Education
50B40	European Community
50B42	IBO
50B45	International Congress of University Adult Education
50B50	International Council of Adult Education
50B55	Organization of Economic and Cultural Development
50B57	Peace Corps
50B60	United Nation[illegible]s
50B62	Organization of American States
50B65	United Nationals Educational, Scientific and Cultural Organizations
50B70	World Education
50B75	World Bank

50B. ORGANIZATIONS

- 50B. Commonwealth
- 50B. Council of Europe
- 50B. European Bureau of Adult Education
- 50B. European Community
- 50B. Internation Congress of University Adult Education
- 50B. International Council of Adult Education
- 50B. Organization of Economic and Cultural Development
- 50B. United Nations
- 50B. United Nations Educational, Scientific and Cultural Organizations

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- 62D. 10 Adult Basic Education

62D. 11 Education Opportunity (basic) - Grants

62D. 12 General Education Development (GED)

62D. 13 Literacy Instruction

62D. 20 Cooperative Extension

62D. 21 Agricultural Education

62D. 22 Home Economics

62D. 30 English as a Second Language

62D. 31 Bilingual/Bicultural

62D. 32 Other Languages as a Second Language

62D. 33 Linguistics

62D. 34 TESOL

62D. 40 Occupational and Vocational Education

62D. 41 Training and Development

62D. 50 Subjects

62D. 51 Art

62D. 52 Child Care

62D. 53 Consumer Education

62D. 54 Family Education (Parents)

62D. 55 Health Education

62D. 56 Nutrition

62D. 57 Safety

62D. 58 Professional

62D. 59 Aging

62D. 60 Retirement

62D. 61 Employment

62D. 62 Leisure

62D. 63 Disadvantaged

62D. 64 Correctional

62D. 65 Higher

62D. 66 Handicapped

62D. 67 Labor

62D. 68 Residential

62D. 69 Migrants

62D. 70 Women

62D. 71 Community Education

62D. 72 Religious

62D. 73 Immigrant

62D. 74 Youth

62D. 75 Recreation

62D. 76 Public Broadcasting

62D. 77 Population

62D. 78 Environmental

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62D. 82 International

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- 93-010 Centre for the Study of Education in Developing Countries (CESO) - Acquisition List
- 93-015 UNESCO, Co-operative Educational Abstracting Service (CEAS)
- 93-025 The University of Georgia, Georgia Center for Continuing Education Library - Selected Acquisitions
- 93-030 The University of Liverpool, Institute of Extension Studies - Additions to the Adult Education Library
- 93-035 Council of Europe - Publications and Documents in Adult Education
- 93-040 Montclair State College, National Adult Education Clearinghouse - Alerting Service - New Acquisitions
- 93-045 Open University, International Documentation Centre on Distance Learning - New Accessions List
- 93-050 University of Reading, Literacy Documentation Service - Literacy Documents

95 NEWSLETTERS

See Newsletters in Adult Education - Alexander N. Charters and Paul Ilsley - in Bird Library. MSS33, SUPCE, 1986

97 INTERNATIONAL HANDBOOK OF RESOURCES FOR EDUCATORS OF ADULTS

- 97-I. GENERAL CONCERNS REGARDING RESOURCES FOR EDUCATORS OF ADULTS
- 97-II. CONFERENCES/MEETINGS/SYMPOSIA/SEMINARS/WORKSHOPS ON RESOURCES AND INFORMATION RESOURCES
- 97-III. INFORMATION ORGANIZATIONS
- 97-IV. CATEGORIES OF RESOURCES
    - 97-IV-A. Print
    - 97-IV-B. Media
    - 97-IV-C. Data Base Systems

    97-IV-D. Professional Personnel
    97-IV-E. Associations/Organizations
    97-IV-F. Professional Development
97-V. LOCATION OF RESOURCES
    97-V-A. Libraries
    97-V-B. Adult Education Agencies
    97-V-C. Associations and Organizations
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    97-VI-B. Equipment/Facilities
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    97-VI-E. Evaluation
    97-VI-F. Awards/Recognition
    97-VI-G. Availability/Accessibility

PART C

SYRACUSE UNIVERSITY ARCHIVES

The papers, publications, and other materials of adult education divisions, colleges, individuals and other units of Syracuse University are in the Syracuse University Archives. Not all items are processed and therefore not all materials are equally accessible.

It is noted that archival materials of individuals and organizations outside of Syracuse University are in the Manuscripts Division of George Arents Research Library.

See: Part D - Manuscripts.

Archives include all of the materials of adult and continuing education of colleges, units and divisions of Syracuse University as well as the educators of adults such as Alexander N. Charters.

The records include:

I. University College and its predecessors (e.g., School of Extension Teaching; School of Extension Teaching and of Adult Education). Alexander N. Charters was Assistant to the Dean, Assistant Dean, and Dean 1948-64, University College-Record Group (RG) 12).

II. Divisions/departments and programs which reported to Alexander N. Charters, Vice President for Continuing Education (1964-73). The records of 1964-73 and other years are in the Archives:

- Bureau of School Service (RG 16)
- East European Language Program (RG 30)
- Army Comptrollership Program (RG 24)
- International Management Development Department (RG 24)
- Division of Summer Sessions (RG 38)
- Division of International Programs Abroad (formerly Foreign Studies Program) (RG 30)
- Alexander N. Charters: Vice President for Continuing Education (RG 30); Dean, University College (RG 12); School of Education (RG 16)

III. School of Education, Adult Education

Alexander N. Charters was Professor 1952-81; Professor Emeritus 1984.

IV. 1. All of the professional papers and most of the personal papers of Alexander N. Charters from 1948 to the present are in Archives.

See: e.g., C-1.

2. The record of some of the archives of Alexander N. Charters is described in the statements from Syracuse University Archives. Similar statements may be obtained for other collections.

See: e.g., C-2

3. The papers and publications of Alexander N. Charters are in the Archives. His personal papers and other materials are included. Some materials are included in Historical and Research Materials Related to

Adult and Continuing Education at Syracuse University, prepared by Jane B. Frost.

SULIRS:

See: C-3.

V. Papers of some other university faculty and administrators related to adult education are also included.

See: C-4.

Contact Person:

Ms. Amy S. Doherty
University Archivist
George Arents Research Library
Rm. 605A, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

OR

Mr. Terrance Keenan
Adult Education Manuscript Librarian
George Arents Research Library
Rm. 615, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

Records Transmittal and Inventory 87

C-1

Name of School, College or Administrative Office

Records of Alexander Charters 1/24/89
Name of Record (Dean's Office Files, General Subject Files, etc.) Date Sent to Archi

From: Alexander Charters
Location, (Building, Room No.) Name Phone No.

Inclusive Dates of Records ca. 1979-1988 Total No. of Boxes/Units 8 boxes

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To be completed by Archive staff
Accession No. 1458
Date received in Archives 1/24/89
RG 16
Restrictions None
Comments:

Box Contents, List by Folder

Box No.	Folder Title	Folder Date/s	Retain Perm.	Destr After Date
Box 1	Automated Beverage Control			
	SUPCE Manuscript 26 (updated)			
	UC and Adult Education (Jane Frost)			
	IGS Part of World University			
	Comparative Adult Education Research with annotated Resource guide 1988			
	USA Adult Education (Pergamnon Press) (galleys)			
	International Intercultural Center			
Box 2	SUREA correspondence			
	Comparative Adult Edication: An Overview (work copy)			
	Newsletters (list) 1988			
	Descriptive Subject Headings 1988			

Box Contents, List by Folder

ox No.	Folder Title	Folder Date/s	Retain Perm.	Destroy After Date
Box 2	Landmark Programs in Adult Education (with Ron Hilton) Corres. and manuscript (3 folders)			
	Site visit, School of Education	1979		
	Park Central Presbyterian Church			
	SUREA			
Box 3	International Handbook (with Ray Dengle) (3 folders)			
	USA Adult Education (Pergamon Press)			
	International Graduate School	1982-88		
	SUPCE			
	Partners of America			
	Onondaga Citizens League			
	Beta Theta Pi			
	Primer of Adult Education, publ. by UNECSO			
	Comparative Adult Education: An Overview			
	W.P. Tolley Medal (2 folders)			
	Kellogg Project			
	Primer of Adult Education			
ox 4	Commission of Professors of Adult Education			
	AFCE correspondence			
	John Schwertman	1948-54		

SYRACUSE UNIVERSITY ARCHIVES

Research Materials for Educators of Adults

1) RECORD GROUP: RG 30 Office for Academic Affairs
Records of the Office of the Vice President for Continuing Education and Secretary for the ^ Board of Trustees
Exec Comm of

SUBGROUP: Files of Vice President Alexander N. Charters

QUANTITY: 14 and 1/2 archival boxes

INCLUSIVE DATES: 1965-1967, with a few items dated 1964

2) RECORD GROUP: RG 30 Office for Academic Affairs
Records of the Office of the Vice President for Continuing Education

SUBGROUP: Files of Vice President Alexander N. Charters

QUANTITY: 7 boxes (17 archival boxes)

INCLUSIVE DATES: 1964-1968, with a few items dated from 1958-1963

3) RECORD GROUP: RG 30 Office for Academic Affairs
Records of the Office of the Vice President for Continuing Education

SUBGROUP: Files of the Vice President Alexander N. Charters

QUANTITY: 2 boxes-6 archival boxes

INCLUSIVE DATES: 1964-1968, with a few items dated 1963

4) RECORD GROUP: RG 12
Records of University College

SUBGROUP: Dean's Office

QUANTITY: 48 archival boxes

INCLUSIVE DATES: 1946-1964

5) RECORD GROUP: RG 12
Records of University College

SUBGROUP: Files of the Dean

QUANTITY: 4 transfer cases-14 archival boxes

INCLUSIVE DATES: 1961-1966 (also a few items dated 1959)

6) RECORD GROUP: RG. 12 Records of University College

SUBGROUP: Office of Alexnader N. Charters

QUANTITY: 1 transfer case - 4 archival boxes

INCLUSIVE DATES: 1961-1964 (also a few items dated 1959-1965)

UNPROCESSED MATERIALS

1) RECORD GROUP: RG. 30 Office for Academic Affairs
Records of the Office of the Vice President for
Continuing Education

SUBGROUP: Files of Vice President Alexander N. Charters

QUANTITY: 4 boxes
INCLUSIVE DATES: 1948-1980

QUANTITY: 3 boxes
INCLUSIVE DATES: 1956-1972

QUANTITY: 3 notebooks and 1 brown envelope
INCLUSIVE DATES: 1950-1971

QUANTITY: 4 boxes
INCLUSIVE DATES: n.d.

QUANTITY: 4 boxes
INCLUSIVE DATES: 1968-1978

QUANTITY: 6 boxes
INCLUSIVE DATES: 1964-1979

QUANTITY: 1 box
INCLUSIVE DATES: 1978-1979

2) RECORD GROUP: RG. 12 Records of University College

SUBGROUP: Office of Alexander N. Charters

QUANTITY: 3 boxes
INCLUSIVE DATES: 1964-1967

QUANTITY: 1 box
INCLUSIVE DATES: 1940's

QUANTITY: : 2 boxes
INCLUSIVE DATES 1962-1972

UNPROCESSED MATERIALS (cont.)

2) RECORD GROUP: RG. 12 Records of University College (cont.)

SUBGROUP: Office of Alexander N. Charters (cont.)

QUANTITY: 14 boxes
INCLUSIVE DATES: 1967-1973

QUANTITY: 1 box
INCLUSIVE DATES: 1971-1972

QUANTITY: one envelope
INCLUSIVE DATES: June 1972-Nov 1973

AVC 6U58 UNIVERSITY COLLEGE

- Administration & Organization [addition see p. 3]
- Biographical Data of University College Personnel
- Brochures, General Descriptive
- Bulletins
- Community Centers
    - Auburn Center
    - Cortland Center
    - Gloversville Center
    - Sampson Center
- Conference Centers
    - Chautauqua
    - Minnowbrook
    - Pinebrook
    - Sagamore
- Conferences
- CREA brochures
- Federal Training Programs
    - Community Action Training Program
    - Civilian Pilot Training Program c. 1940
    - Peace Corps
    - Project Continuing Education for Health Manpower
    - Project Head Start
    - VISTA
- Foreign Studies Abroad Program
- Humanistic Studies Center
- Institutional Branch Programs
    - Endicott-Oswego Center
    - Griffins Air Force Base Center
    - Poughkeepsie-Kingston Center
- Libraries
    - ERIC Clearinghouse on Adult Education
    - Paul Hoy Helms Memorial Library
    - Library of Continuing Education
- Public Service Programs
    - Continuing Education Center for Public Service
    - Continuing Education for Women
    - Discussion Leadership Center
    - Institute for Drug Education
    - LINK
    - Management Center
    - Management Development Program
    - Midcareer Education for the Local Public Service
    - Modern Living Series
    - Technical Resources Center
    - Thursday Morning Roundtable
- Schedule of Courses and Descriptive Brochures

University Regent Theatre
    Celebrity Series
    Chamber Music Series
    Children's Concert Series
    Children's Programs
    Children's Theatre
    Civic Company
    Ensemble Theatre
    Experimental Theatre
    New Playhouse Programs
    Omnibus Film Collection
    Regent Theatre
        "Calendar of Events"
    Silent Screen, Survey. . .
    Syracuse Ballet Theatre
    Syracuse Chorale
    Syracuse Inter-City Opera
    Syracuse Little Theatre
    Syracuse University Film Society
    Summer Film Series
    Syracuse Musical Drama Company
    Syracuse University Readers Theatre
    Syracuse Repertory Theatre
    Syracuse Stage
    Le Theatre de Paris
    Syracuse University Touring Company
-- Touring Companies (other than S.U.)
    Tuesday Evening Film Series
    University Film Festival
    World Adventure Tours
    Young Artists Series

Publications [All publications received as of Dec 4, 1980 have be processed. They are checked off individually in *Resources Educators of Adults*, *Publications in Continuing Education* MS 12 (revised) compiled by A. Charters, 1979. The letters I.P. printed in this booklet should read AVC 6U58 since they are no longer "In Process"]

    American Foundation for Continuing Education
    Blue Book Series
    Center for the Study of Liberal Education for Adults
        Reports Series
        Newsletter
    Consortium Call c/o Migrant Education Program
    Discussion Leaders Guide
    Fund for Adult Education Series
    Internation Congress of University Adult Education
    International Handbook of Resources for Educators of Adults
    Landmarks and New Horizons in Continuing Education

Publications (cont.)
- New Directions for Adult Education
- Notes and Essays on Education for Adults
- Occasional Papers
- Resources for Educators of Adults
- Syracuse University Continuing Education Centennial Series
- Miscellaneous
  - Papers of Adult Education
  - Publications in University Adult Education
  - Resources for Educators of Adults

Administration and Organization [addition]
- Organizational Charts
- Campus Maps
- Educational and Physical Resources of University College
- Enrollment Statistics
- Faculty Handbooks
- Student Handbooks
- Faculty and Staff Benefits
- Fund for Adult Education
- Middle States Evaluation 1956
- Program Proposals
- Academic Program Regulations
  - Associate of Art in General Education
  - Bachelors Degree Program for Adults
  - General Studies Program
  - Indipendent Degree Study Program
- Alumni Association of University College
- Reports concerning University College
- Reports to the Dean of University College

Amy Doher

See Also;

- Division of Summer Sessions
- East European Language Program
- Army Comptrellership Program
- Division of International Programs Abroad
- Community Studies Foreign Program.

* School of Education
- Extension campus
- Bureau of School Services

* International Management Department.

Henry [illegible]

* Papers by Alexander Clark

AVC 6U58 UNIVERSITY COLLEGE

- Administration & Organization [addition see p. 3]
- Biographical Data of University College Personnel
- Brochures, General Descriptive
- Bulletins
- Community Centers
  - Auburn Center
  - Cortland Center
  - Gloversville Center
  - Sampson Center
- Conference Centers
  - Chautauqua
  - Minnowbrook
  - Pinebrook
  - Sagamore
- Conferences
- CREA brochures
- Federal Training Programs
  - Community Action Training Program
  - Civilian Pilot Training Program c. 1940
  - Peace Corps
  - Project Continuing Education for Health Manpower
  - Project Head Start
  - VISTA
- Foreign Studies Abroad Program
- Humanistic Studies Center
- Institutional Branch Programs
  - Endicott-Oswego Center
  - Griffins Air Force Base Center
  - Poughkeepsie-Kingston Center
- Libraries
  - ERIC Clearinghouse on Adult Education
  - Paul Hoy Helms Memorial Library
  - Library of Continuing Education
- Public Service Programs
  - Continuing Education Center for Public Service
  - Continuing Education for Women
  - Discussion Leadership Center
  - Institute for Drug Education
  - LINK
  - Management Center
  - Management Development Program
  - Midcareer Education for the Local Public Service
  - Modern Living Series
  - Technical Resources Center
  - Thursday Morning Roundtable
- Schedule of Courses and Descriptive Brochures

AVC 6U58 UNIVERSITY COLLEGE

- Administration & Organization [addition see p. 3]
- Biographical Data of University College Personnel
- Brochures, General Descriptive
- Bulletins
- Community Centers
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  - Cortland Center
  - Gloversville Center
  - Sampson Center
- Conference Centers
  - Chautauqua
  - Minnowbrook
  - Pinebrook
  - Sagamore
- Conferences
- CREA brochures
- Federal Training Programs
  - Community Action Training Program
  - Civilian Pilot Training Program c. 1940
  - Peace Corps
  - Project Continuing Education for Health Manpower
  - Project Head Start
  - VISTA
- Foreign Studies Abroad Program
- Humanistic Studies Center
- Institutional Branch Programs
  - Endicott-Oswego Center
  - Griffins Air Force Base Center
  - Poughkeepsie-Kingston Center
- Libraries
  - ERIC Clearinghouse on Adult Education
  - Paul Hoy Helms Memorial Library
  - Library of Continuing Education
- Public Service Programs
  - Continuing Education Center for Public Service
  - Continuing Education for Women
  - Discussion Leadership Center
  - Institute for Drug Education
  - LINK
  - Management Center
  - Management Development Program
  - Midcareer Education for the Local Public Service
  - Modern Living Series
  - Technical Resources Center
  - Thursday Morning Roundtable
- Schedule of Courses and Descriptive Brochures

UNPROCESSED MATERIALS (cont.)

2) RECORD GROUP: RG. 12 Records of University College (cont.)

SUBGROUP: Office of Alexander N. Charters (cont.)

QUANTITY: 14 boxes
INCLUSIVE DATES: 1967-1973

QUANTITY: 1 box
INCLUSIVE DATES: 1971-1972

QUANTITY: one envelope
INCLUSIVE DATES: June 1972-Nov 1973

UNPROCESSED MATERIALS (cont.)

2) RECORD GROUP: RG. 12 Records of University College (cont.)

SUBGROUP: Office of Alexander N. Charters (cont.)

QUANTITY: 14 boxes
INCLUSIVE DATES: 1967-1973

QUANTITY: 1 box
INCLUSIVE DATES: 1971-1972

QUANTITY: one envelope
INCLUSIVE DATES: June 1972-Nov 1973

HISTORICAL AND RESEARCH MATERIALS RELATED TO ADULT AND CONTINUING EDUCATION

Archives of Syracuse University
George Arents Research Library

Includes Books/Reports/Proposals/Publications and Other Materials on Adult and Continuing Education at Syracuse University. Materials are selected and from limited time periods. Dr. Alexander N. Charters' Publications are also included.

Prepared by
Jane B. Frost
Syracuse University
December 1988

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K. CASSETTES LOCATED IN THE AUDIO CASSETTE COLLECTION IN MEDIA SERVICES, E. S. BIRD LIBRARY by Dr. Alexander N. Charters 30

L. NOTES & ESSAYS. 35

Note: Consult Manuscript Librarian to obtain access to the materials listed by the acquisition numbers 1399 and 1398 given on each page as follows:

AD-CE	SUPCE
1399	1398
Box No.	Box Letter

FOREWORD

This list of proposals, reports, statements, monographs, books, audio and video cassettes, periodicals, pamphlets, memoranda are records of activities in which Dr. Alexander N. Charters participated while at Syracuse University since 1948. He was Assistant to the Dean, Assistant Dean, and Dean of University College; Vice President for Continuing Education; Assistant, Associate and Professor of Adult Education in the School of Education. He has served on committees and in many other roles as well as in activities and organizations nationally and internationally in the field of adult and continuing education. In addition, personal correspondence and other materials are in Archives. Many of the items are under the name of Dr. Charters but it is explicitly stated that most of the items involved participation by many other staff members and colleagues. In some cases Dr. Charters' role was secondary or minor.

Over the years I was secretary to Dr. Charters until I retired in 1972. I continued on a part-time basis as Jane Frost Associates until Dr. Charters' retirement - indeed I am continuing to this day. I saved the materials and filed them. Later they were sent to University Archives. I kept a current list of the items which was periodically updated. Ms. Mary Jane O'Brien processed most of them and classified several boxes. Mr. George Abbott processed the audio and video cassettes and I arranged the classification and prepared the attached list.

It is a pleasure to have a part in making some of the records of Adult and Continuing Education at Syracuse University accessible to educators of adults.

Jane B. Frost

Postscript to Mrs. Frost's Foreword

A wealth of gratitude is extended to Mrs. Frost for starting the preservation of the items in adult and continuing education for over thirty years and for continuously working on the project. It may be that she conceived the idea because I was always looking for historical documents which in many cases could not be located. She seemed determined that the items about adult and continuing education at Syracuse University would not be lost. Even so, there are items listed which are not available at this time.

For whatever value this project is to the field of adult and continuing education, we again express hearty thanks to Mrs. Jane Frost.

Alexander N. Charters

103
A.

PUBLISHED/DATED

Publications which were published and dated. Dr. Charters wrote some part in each of the publications listed.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1957 Charters, Alexander N. Special Report on University College. Presented to the Board of Trustees of Syracuse University. Publisher: University College of Syracuse University. 6 pp. (#8 of Blue Book Series).
8		1958 Charters, Dr. Alexander N., Dean, University College of Syracuse University. *Evaluation in Evening Colleges*. Presented at Seventeenth Annual Meeting of the Association of University Evening Colleges, New Orleans, LA. Publisher: University College of Syracuse University. 6 pp. (#7 of Blue Book Series).
6		1958, April 18-20 Charters, Alexander N. "Introduction," *New Directions of Adult Education*. Proceedings: Conference of Administrative Officers and Deans of Syracuse University. Syracuse: Syracuse University Press. 77 pp.
8		1960, December 1 Charters, Alexander N. "Introductory Letter," in *Local Community Leadership*, by Freeman, Bloomberg, Koff, Sunshine and Fararo. Syracuse: University College of Syracuse University. 30 pp. (#15 of Blue Book Series).
5		1963 Charters, Alexander N. "Continuing Education and Public Affairs," *Public Affairs Education and the University*. A Symposium on the occasion of the installation of Stephen Kemp Bailey, June 14, 1962. 132 pp.
5		1964 Charters, Alexander N. "University College." Honor Roll Syracuse University Faculty 1964. Syracuse University. Printed by *Tieline*, Editor Ronald Goewey, pp. 151-55.
5		1965 Charters, A.N., Chairman. "Foreword," in *Accent on Action, A 10-Year Report 1950-1960*. Printed by the Council on Aging, Council of Social Agencies of Syracuse, Onondaga County, Syracuse, NY. 16 pp.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
		1965, January Charters, Alexander N., Director. "Directory of Adult Education Association," compiled by B.J. Vaughn, Syracuse: The Library of Continuing Education at Syracuse University.
		1965 Charters, Alexander N., Compiler. Omnibus Series, E.S. Bird Library. Syracuse.
6		1965, April Charters, Alexander, President NUEA 1965-66, Vice President Continuing Education, S.U. Expanding Horizons - Continuing Education. Golden Anniversary Publication NUEA. Statement on University College written by Clifford Winter, pp. 138-93. 271 pp.
8		1965, September 7-9 Charters, Alexander N. "The Education of University Extension Personnel," Final Report of Workshop on Accelerating the Preparation of Adult Educators. Paper presented at the George Washington University. pp. 20-26.
8		1965 Charters, Alexander N. "Pressures on Higher Education for Adult Education Services," Current Issues in Higher Education, 1965. Washington, DC: The National Educational Association of the U.S. pp. 134-37.
5		1966, July 24-26 Charters, Alexander N. "Report of the President," Proceedings of the Fifty-First Annual Meeting of the National University Extension Association,vol. 49. Albuquerque, New Mexico. pp. 30-35.
		1966 Charters, Alexander N. Directory of Adult Education Associations, 1966. Compiled by R. DeCrow (Director), D.J. Ironside (Associate Director), and B.J. Vaughn (Librarian). The Library of Continuing Education at Syracuse University.
5		1966, October 12 Charters, Alexander N. "Foreword," The Uncommon School, by Cyril O. Houle. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation. (#1 of Tolley Series).
5		1969, December 4-11 Charters, Alexander N., General Conference Chairman. "Learning to Change--A Social Imperative," Program 1969 Galaxy Conference on Adult Education. Washington, DC. 74 pp.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
6		1969, May 19 Charters, Alexander N. "Foreword," *The University and the Community*, by Mohan S. Mehta. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation. (#2 of Tolley Series).
5		1970 Charters, Alexander N. "Continuing Education for the Professions," in *Handbook of Adult Education*, a publication of the Adult Education Association of the U.S.A. New York: The Macmillan Co. pp. 487-98.
6		1970, July 21 Charters, Alexander N. "Foreword," *Universities, Adult Education, and Social Criticism*, by Sidney Griffith Raybould. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation. (#3 of Tolley Series).
5		1970 Charters, Alexander N. "Preface," *The Adult and Continuing Education Programs 1970*--The Centennial of Syracuse University. Syracuse University: Publications in Continuing Education. Bound Copy of individual reports. (Centennial Series #1).
5		1970 Charters, Alexander N., Director. *Bureau of School Service*. Syracuse University: Publications in Continuing Education. (Centennial Series #2).
5		1970 Charters, Alexander N., Director. *Division of International Programs Abroad*. Syracuse University: Publications in Continuing Education. (Centennial Series #3).
5		1970 Charters, Alexander N., Director. *Division of Summer Sessions*. Syracuse University: Publications in Continuing Education. (Centennial Series #4).
5		1970 Charters, Alexander N., Director. *ERIC Clearinghouse on Adult Education*. Syracuse University: Publications in Continuing Education. (Centennial Series #5).
5		1970 Charters, Alexander N., Director. *International Management Development Department*. Syracuse University: Publications in Continuing Education. (Centennial Series #6).

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5		1970 Charters, Alexander N., Director. Library of Continuing Education. Syracuse University: Publications in Continuing Education. (Centennial Series #7).
5		1970 Charters, Alexander N., et al. Archives of Continuing Education. Syracuse University: Publications in Continuing Education. (Centennial Series #7a).
5		1970 Charters, Alexander N., Director. Professional Development in Adult and Continuing Education. Syracuse University: Publications in Continuing Education. (Centennial Series #8; Reprint #8a).
5		1970 Charters, Alexander N., Director. Publications in Continuing Education. Syracuse University: Publications in Continuing Education. (Centennial Series #9).
5		1970 Charters, Alexander N., Director. Research, Evaluation and Planning in Adult and Continuing Education. Syracuse University: Publications in Continuing Education. (Centennial Series #10).
5		1970 Charters, Alexander N., Director. This is UC. Syracuse University: Publications in Continuing Education. (Centennial Series #11).
4		1971 Charters, Alexander N., Chairman. "Historical Sketch," Park Central Presbyterian Church, 1846-1971. Utica: Jeffrey's. p. 1.
5		1971 Charters, Alexander N. "Preface," The New Environment: Questions for Adult Educators, by R.J. Blakely. Syracuse University: Publications in Continuing Education. 33 pp. (Occasional Papers #23).
8		1971, February Charters, Alexander N. Report on the 1969 Galaxy Conference of Adult Education Organizations. Syracuse: Syracuse University Publications in Continuing Education. (CREA #107), ERIC ED 047229) [LC 5201 L 3 no. 1] (ED 047 259), "Landmarks and New Horizons in Continuing Education."

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5		1971 Charters, Alexander N. "Foreword," Toward the Educative Society. Syracuse University: Publications in Continuing Education. 94 pp. [LC 6251 C4 no. 67] (#67 in Notes and Essays on Education for Adults).
5		1971, May Charters, Alexander N. "Nursing and Continuing Education," Ends and Means: The National Conference on Continuing Education in Nursing, 1970. Syracuse University: Publications in Continuing Education. pp. 77-81. (#60 in Notes and Essays on Education for Adults).
6		1971, Sept. 22 Charters, Alexander N. "Foreword," Toward Still Greater Professionalism, by Kenneth Gill Bartlett. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation. (#4 of Tolley Series).
5	+	1972, February Charters, Alexander N. Real Estate Tax Exemption for Continuing Education Programs. Syracuse University: Publications in Continuing Education. (ED 058520). (Occasional Papers #26).
5	+	1972, March Charters, Alexander N. The Hill and the Valley: The Story of University College at Syracuse University Through 1964. Syracuse University: Publications in Continuing Education. [LC 5301 S8 C5] (ED 059493). (Occasional Papers #27).
	+	1972, May Charters, Alexander N. & Rivera, William M. International Seminar on Publications in Continuing Education. Syracuse: Syracuse University Publications in Continuing Education. 115 pp. (Notes and Essays on Education for Adults #72).
6		1972 Charters, Alexander N. "Foreword," Section on the Influence of Schools on Continuing Education in the United States of America, in The School and Continuing Education. Paris: UNESCO. 256 pp.
5		1972 Charters, Alexander N. "Avant-propos," in L'ecole et l'education permanente. Paris: UNESCO. 278 pp.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5	+	1972, June Charters, Alexander N. "Preface to the Fourth International Seminar," Agenda for Comparative Studies in Adult Education: Report from the International Expert Meeting, 1972. Syracuse University: Publications in Continuing Education (English and French). 77 pp. (Occasional Papers #29. International Seminar Series).
5	+	1973, June 21 Charters, Alexander N. Hearing before the Special Committee on Aging, United States Senate, 93rd Congress, First Session. Part 2--Washington, DC. Washington: US Government Printing Office.
4	+	1973, July Published under the direction of A.N. Charters. Fostering the Growing Need to Learn, Monographs & Annotated Bibliography on Continuing Education and Health Manpower, 1974. Statement, Introduction, the Management of Continuing Learning: A Model of Continuing Education as a Problem-Solving Strategy for Health Manpower, by A.N. Charters and R.J. Blakely. Div. Regional Medical Programs, Bureau Health Res. Div., Rockville, MD. 160 pp.
4	+	1973, July Charters, Alexander N. and Blakely, R.J. Project Continuing Education for Health Manpower. Part Two: A Selected Annotated Bibliography for Continuing Education of Health Manpower. (Bk. 1, vols. I and II).
4		1973, July Charters, Alexander N. and Blakely, R.J. Part Three: A Report of Some Significant Activities in Continuing Education for Health Manpower in the United States.
5	+	1973, July Charters, Alexander N. and Blakely, R.J. Project Continuing Education for Health Manpower. Part Four: A Critique of Descriptors of Terms in Continuing Education for Health Manpower.
6	+	1973, August Charters, Alexander N. "Preface," The Cooperative Extension Service: Paradoxical Servant--The Rural Precedent in Continuing Education, by Paul A. Miller. Syracuse University: Publications in Continuing Education. 28 pp. (Landmarks and New Horizons Series #2).
5	+	1973, November Charters, Alexander N. The Paul Hoy Holms Library in Liberal Adult Education. Syracuse: Syracuse University Publications in Continuing Education. 53 pp.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5		1973 Charters, Alexander N. "Ensemble," in Convergence, vol. VI, no. 2. Publisher: International Council for Adult Education, Canada. pp. 17-19.
5		1973, Oct. 8 Charters, Alexander N. "Foreword," Relentless Verity: Education for Being - Becoming - Belonging, by James Robbins Kidd. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation. (#5 of Tolley Series).
5	+	1974, April Charters, Alexander N. Adult Education in American Society--Some Developments, Trends and Issues. Syracuse: Syracuse University: Area of Adult Education. 35 pp.
	+	1974, April Charters, Alexander N. "Adult Education in American Society: Some Developments, Trends and Issues." (Later published in International Year-Book of Adult Education, Ruhr University, Bochum, West Germany.)
	+	1974, May Charters, Alexander N. "Foreword," (with M. Milac) in The Laubach Collections, Personal Papers of Frank C. Laubach, Documents of Laubach Literacy, Inc. Syracuse University Libraries. 13 pp. (abridged).
5	+	1974, May Charters, Alexander N. "Foreword," (with M. Milac) in The Laubach Collection, Personal Papers of Frank C. Laubach, Documents of Laubach Literacy, Inc. Syracuse University Libraries. 91 pp.
		1974, June Charters, Alexander N. "Preface," A Tale of Three Cities: Elsinore, Montreal, Tokyo, by J.R. Kidd. Syracuse: Syracuse University Publications in Continuing Education. 36 pp.
4	+	1974, September Charters, Alexander N. Survey of Community Agencies with Home Economics Related Programs. Syracuse: Syracuse City School District (Central Quadrant) (with Supplement).
5		1974 Charters, Alexander N. "Ensemble," in Convergence, 1973 article in Russian.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
4		1975 Charters, Alexander N. "Adult Education in American Society - Some Developments, Trends and Issues," in *Internationales Jahrbuch der erwachsenenbildung 1975*, by J.H. Knoll. Bertelsmann: Bertelsmann University (Germany). pp. 227-244. In English and German plus mimeo submitted.
5		1975 Charters, Alexander N. Awarded the National University Extension Association Walter S. Bittner Service Citation for Outstanding Service. Cited in *Awards and Honors, 1975*.
6	+	1975, March Charters, Alexander N. "Introduction," to *Omnibus Film Collection*. Syracuse University Libraries.
4		1975, June Charters, Alexander N. "Introduction," to *Directory of Adult and Continuing Education Agencies, 1975-76*. Syracuse: Prepared and published by the Regional Learning Service of Central New York, Metropolitan Syracuse Committee on Continuing Education.
5	+	1975, August Charters, Alexander N. "Preface," *Comparative Studies in Adult Education: An Anthology*, by C. Bennett, et al. (eds). Syracuse: Syracuse University Publications in Continuing Education. 258 pp. (Occasional Papers #44).
		1975 Charters, Alexander N. "Foreword," *A Rusty Person is Worse Than Rusty Iron: Adult Education and the Development of Africa*, by Lalage Bown. Syracuse: Syracuse University Publications in Continuing Education. 12 pp. (LC 5258 A2 B680]
29	+	1976 Charters, Alexander N., Compiler. Audio Tapes, E.S. Bird Library.
8		1976, September Charters, Alexander N. *A Statement of Adult Education Organizations*. Syracuse University: Publications in Continuing Education. 8 pp. Mimeo.
6		1977, Spring Charters, Alexander N. *CAEO Through the Years*. Reprinted by permission from PCHE, vol. 25, #2. pp. 25-30.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
6		1977 Charters, Alexander N. *Continuing Education for Educators of Adults: The Roles of Research*. Syracuse: Syracuse University Publications in Continuing Education. 25 pp. [LC 5219 C45 C6].
		1977 Charters, Alexander N., Compiler. *Adult & Continuing Education Collections*. Syracuse: George Arents Research Library for Special Collections at Syracuse University Libraries, Publications in Continuing Education of Education Media. 201 pp.
6	+	1977, June Charters, Alexander N., Compiler. *Adult Education Masters' Theses and Doctoral Dissertations on Microfilm in Syracuse University Libraries*. Syracuse: Syracuse University Libraries, Publications in Continuing Education of Education Media. 159 pp.
		1977 Charters, Alexander N. *Acquisition List Pamphlet File - E.S. Bird Library: Adult Education, Syracuse University*. Syracuse: Syracuse University. [LC 5219 C45 A27].
6	+	1977 Charters, Alexander N. *Accessibility to Resources for Educators of Adults*. Syracuse: Syracuse University Publications in Continuing Education. 14 pp. [LC 5219 C45 A2].
8		1977, August Charters, Alexander N., Editor. *International Handbook of Resources for Educators of Adults*. Syracuse: Syracuse University Publications in Continuing Education.
29	+	1977, November Charters, Alexander N. Desarrollo Professional de Educadores de Adultos. 34 pp.
		1977 Charters, Alexander N., Compiler. Adult and Continuing Education Collections--A Descriptive List of Manuscript Holdings in Syracuse University Libraries.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
1		1978, April Charters, Alexander N. (with R.J. Hilton). "Who We Are: What Some Educators of Adults Say About Their Characteristics, Competencies and Roles," in International Journal of University Adult Education, vol. XVII, no. 1, pp. 39-59.
		1978, June Charters, Alexander N. & Holmwood, D.P., Compilers. Newsletters Clearinghouse of Resources for Educators of Adults January 1975-1978. Syracuse University Clearinghouse of Resources for Educators of Adults.
8		1978, June Charters, Alexander N. & Holmwood, D.P. Acquisition List, Clearinghouse of Resources for Educators of Adults by Descriptive Subject Headings. Syracuse: Syracuse University. 84 pp.
		1978, June Charters, Alexander N., Holmwood, D.P., & Willis, M. Annotated Bibliography for the Education of Public Offenders: by Descriptive Subject Headings. Syracuse: Syracuse University. (CREA).
8	+	1978, June Charters, Alexander N. & Holmwood, D.P. Professional Development for Educators of Adults: A Bibliography. Syracuse: Syracuse University. (CREA).
6		1978, June Charters, Alexander N. "NUEA--A Professional Organization of Professionals," Continuum, NUEA Quarterly, vol. XLII, no. 4.
		1978 Charters, Alexander N. Aids to Access--Resources for Educators of Adults. Syracuse: Syracuse University Publications in Continuing Education. 32 pp.
6	+	1978 Charters, Alexander N. Syracuse University Resources in Adult Education. Syracuse: Syracuse University Publications in Continuing Education. 24 pp.
8		1978 Charters, Alexander N. & Holmwood, D.P., Compilers. Periodicals, Newsletters, & Indexes in E.S. Bird Library and Clearinghouse of Resources of Adults. Syracuse: Syracuse University Publications in Continuing Education. 111 pp.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
		1978 Charters, Alexander N., Compiler. Acquisition List Pamphlet File - E.S. Bird Library. Syracuse: Syracuse University Publications in Continuing Education.
		1978 Charters, Alexander N., Compiler. Omnibus Series, E.S. Bird Library. Syracuse: Syracuse University Adult Education Area. 36 pp.
		1978, September Charters, A.N. Postgraduate Program on the Administration and Planning of Higher Education at Simon Rodrigug University (UNESR). 19 pp. (mimeo).
		1979 Charters, Alexander N. & Gschwender, E.J., Compilers. Community Education: An Annotated Bibliography. Syracuse: Syracuse University. (CREA).
		1979 Charters, Alexander N. & Gschwender, E.J. Educational Brokering: An Annotated Bibliography. Syracuse: Syracuse University. (CREA).
		1979 Charters, Alexander N. Archives, Manuscripts & Special Collections in Adult and Continuing Education at Syracuse University - Guide to Success. (CREA).
8	+	1979 Charters, Alexander N., Editor. Publications in Continuing Education. Syracuse: Syracuse University Publications in Continuing Education. Revised.
8		1979 Charters, Alexander N., Editor. International Handbook of Resources for Educators of Adults. Syracuse: Syracuse University Publications in Continuing Education.
6		1979 Charters, Clexander N. Information Resources for Educators of Adults: Occasional Papers. Syracuse: Official Publication of The International Congress of University Adult Education (Editor: Dr. Chris Duke, Canberra, Australia).
		1979 Charters, Alexander N. Annotated Bibliography on Community Education: by Descriptive Subject Headings. Syracuse: Syracuse University Publications in Continuing Education.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1979, July 15. Charters, A.N. Foreword and Acknowledgments. Final Evaluation Form for Special, Personnel Training, Research and Development Projects to Bureau of Special Continuing Education, New York State Education Dept., Albany, NY. (xeroxed reports, forms, charts, publications, etc.). Project #429-78-901-38, Titled Clearinghouse of Resources for Educators of Adults.
4	+	1980 Charters, Alexander. Clearinghouse Resources for Educators of Adults: Four Year Report (Oct. 1975-June 1979). Syracuse: Syracuse University Publications in Continuing Education.
		1980 Charters, Alexander N. Adult Education Acquisition List Pamphlet File - E.S. Bird Library. Syracuse: Syracuse University Publications in Continuing Education. (Revised).
		1981 Charters, Alexander N. & Associates. Comparing Adult Education Worldwide. San Francisco: Jossey-Bass. 272 pp.
8		1981 Charters, Alexander N. Information Resources for Educators of Adults. Syracuse University. 24 pp. (mimeo).
8		1981, December 14 Charters, A., Chairperson, MacKenzie, J., Gleazer, E., Robbins, R. Report of the Ad Hoc Committee on Financial Relationships of the Coalition of Adult Education Organizations and the International Council for Adult Education. 5 pp. (mimeo).
8		1982 Charters, Alexander N. & Abbott, George. Adult Education Sound and Video Recordings. E.S. Bird Library. Syracuse: Syracuse University Publications in Continuing Adult Education.
8		1982 Charters, Alexander N. Counselors in Adult and Continuing Education. Conference on Information, Guidance and Counselling Services and the Selection of Appropriate and Efficient Information Supports and Resources for Adult Education. 15 pp. (mimeo). Revised December 1982.
		Charters, A.N. "Counsellors in Adult and Continuing Education," in Information Supports for Adult Education: Proceedings of the Sub-Regional Workshop. Harare, Zimbabwe: The College Press, Ministry of Education. pp. 42-53.

AD-CE .1399 Box No.	SUPCE 1398 Box Letter	
8		1982 Charters, Alexander N. *Structured Interviews with Senior Educators of Adults--An Oral History Project*. Proposal with accompanying support data to National Endowment for Humanities, June 10, 1982.
9		1983 Charters, Alexander N. & Holmwood, Donald. *Publications in Continuing Education*. Syracuse: Syracuse University Publications in Continuing Education. (Revised).
		1983 Charters, Alexander N. & Gschwender, Edward, Compilers. *Adult Education Periodicals and Newsletters in E.S. Bird Library*. Syracuse: Syracuse University Publications in Continuing Education.
8		1984 Charters, Alexander N. "Sources of Comparative and International Resources in Adult and Continuing Education," in *Graduate Studies Journal*, vol. 2 (Journal of Division of Graduate Studies, Univ. of Dist. of Columbia, Washington, DC).
8		1984 Charters, Alexander N. & Vaughn, Harold A. *Adult Education Activity of Selected International Organizations*. Syracuse: Syracuse University Publications in Continuing Education. (Occasional Papers, no. 56).
8		1985 Charters, Alexander. UNESCO and the U.S. Based on speech made to the United Nations Association of Central New York, January 15, 1985. 10 pp. (mimeo).
8		1985, Spring Martel, Laurence D. "Visiting with Alexander N. Charters: A Reflection," in *The Journal of Continuing Higher Education*, vol. 33, no. 2. pp. 15-21.
8		1986, January Charters, Alexander. "UNESCO and the U.S.," in *Historical Foundations of Adult Education*, a Bulletin of Research and Information, vol. 3, no. 1. pp. 5-14.
8		1986. Charters, Alexander N. & Vaughbn, Betty Jane. *Syracuse University Resources for Educators of Adults. A Retrospective View: Looking to the Future*. Syracuse: Syracuse University Publications in Continuing Education.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1986, August Charters, Alexander N. & Dengel, Raymond E. International Handbook of Resources for Educators of Adults, English Language Materials. Produced under contract by International Congress of University Adult Education for UNESCO, Paris, France. 124 pp. (mimeo).
8		1986 Charters, Alexander Nathaniel. Some Perspectives on Lifelong Education. Syracuse: Syracuse University Publications in Continuing Education. (Tolley Award #9).
6		1986 Charters, Alexander N., Professor Emeritus Adult Education. Series of Memos about S.U. Resources for Educators of Adults (SUREA) and Syracuse University Publications in Continuing Education (SUPCE) and Related Concerns. Memo #13. SUAE, A list of Memos - June 1981 to May 1986.
		1987 Charters, Alexander N. Provision in the United States of America. 26 pp. (mimeo).
		1987 Charters, Alexander N., Professor Emeritus of Adult Education. A Primer of Adult Education. Literacy, Adult Education and Rural Development Division, UNESCO, Paris, France. 123 pp. ED 87/US/10.
8		1983 Charters, A. N. "Adult Education Program at Syracuse University, Counselors in Adult and Continuing Education," in Converging Trends. Issue Nov. 1983. pp. 1-15.

B.

NOTES/PRESENTATIONS/UNPUBLISHED

These materials were developed for particular audience or purpose and include copies of presentations and notes used at presentations.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
4		1948 Charters, Alexander N. "An Evaluation of the Development of Certain Aspects of the Ability to Think by Participation in an Adult Education Program." Dissertation, University of Chicago. (microfilm #3908).
8		1950, May 16 Charters, A.N. The Librarian - An Adult Educator? Presented to meeting of Library Associates, Burlington, VT. (carbon copy).
8		1959 Charters, A.N. The Present Role of University College. 8th Annual Conference on Instruction. 7 pp. (carbon copy).
8		1959, Dec. 6 Charters, A.N. "Rutgers and Exchange of Staff." 2 pp. (carbon copy).
6		1963, Feb. 4 Charters, Alexander N. The Unique Responsibility of the Contemporary University for Continuing Education. Paper presented at Seminar on Leadership in University Adult Education, Kellogg Center. 12 pp. (typed).
		1968, Dec. 10 Charters, Alexander N. Commitment of the Universities to Community Participation. Paper presented at Statewide Conference of the 1969 Program Title I of Higher Education Act. of 1965. State Education Dept., Albany, NY. 6 pp. (typed).
6		1969 Charters, Alexander N. Report on the 1969 Galaxy Conference of Adult Education Organizations.
8		1965, March 29 Charters, A.N. "Education and the Nation's Libraries," presented at American Library Assoc. National Conference on "Education and the Nation's Libraries." Arlie House, Warrentown, VA. 8 pp.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
7		1964 Charters, Alexander N. "Notes and Speeches," Nov. 1948 - Jan. 1964, Vol. I.
7		1969 Charters, Alexander N. "Notes and Speeches," Oct. 1964 - Feb. 1969. Vol. II.
8		1966, June Charters, A.N. Working Paper #2. Background Information about Adult Education. Conference Comp. Ad. Ed.
8		1964, Jan. 7 Charters, A.N. Adult Education in the United States of America. 3 pp. (carbon copy).
		1970, June Charters, Alexander N. Report on the 1969 Galaxy Conference of Adult Education Organizations. Report submitted to the Chairman of the Coalition of Adult Education Organizations. 47 pp. (mimeo). L3 ED 047 229.
		1971 Charters, Alexander N. Nursing and Continuing Education/ Paper presented at Sagamore Conference. 7 pp. (typed).
4		1971, August 12-13 Charters, Alexander N. "The New Frontier--Adult and Continuing Education." Proceedings Sixth WCOTP International Seminar on Adult Education. Kingston, Jamaica. 1223 pp. (mimeo). Printed in English and French. LC 6251 C4 y2.
4		1972, July Charters, Alexander N., Vice President Continuing Education. Report on Financing Adult and Continuing Education. Syracuse University. 73 pp. (mimeo).
4		1973, October 5 Charters, Alexander N. "Interview" with James C. Hall of Roosevelt University. 17 pp.
4	+	1974, November Charters, Alexander N. (with Buskey, J. and Roper, B.) Report of Professional Development Committee: NUEA. (mimeo, including Appendices).
4		1975, April Charters, Alexander N., Chairman, et al. Report of Committee on ACT-NUEA Innovative Awards Program in Continuing Education.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
6		1976, January Charters, Alexander N. (with Atherton, P. and Smith, L.) Subject Access to Adult Education Books. (mimeo).
4		1976, June Charters, Alexander N. (with Martel, L.D.) Statement on Policy for Lifetime Education in the United States. 4 pp. (mimeo).
8		1979, August Charters, Alexander N. and Gschwender, Edward G. Evaluation Report on the Effectiveness of the Federal Register Review. Clearinghouse: Resources for Educators of Adults. 11 pp. (mimeo).
8		1978, June 30 Charters, Alexander N., Project Director, and Holmwood, Donald P., Program Director. Final Report, 1977-78. Clearinghouse of Resources for Educators of Adults, Syracuse University, #429450-78-901-38, funded under the Adult Education Act of 1966 as amended. Supported by the Div. of Cont. Ed., New York State Ed. Dept. pp. S48-16. (xeroxed).
4		1970, October Charters, Alexander N. "Foreword," Directory 1970-71. Committee for Continuing Education in Metropolitan Syracuse. Library of Cont. Ed., Syracuse University. 67 pp. (xeroxed).
4	+	1977 Charters, Alexander N. Professional Development of Educators of Adults. Presented at Annual Convention of Association of Continuing Higher Education. 24 pp. (mimeo). L1 ED 166 361.
		1977, June 29 Charters, Alexander N. (with McKenzie and Meagher). 'ACHE: Letter to Participants' at Montreal Meeting. Syracuse University. 10 pp.
4		1978, December Charters, Alexander N. Statement submitted at a Public Meeting on the Notice of Intent to Issue Regulations, Adult Education Act and Amendments, Albany, NY. 4 pp.
8		1979 Charters, Alexander N. Information Resources for Educators of Adults. Syracuse University. 24 pp. (mimeo).

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1976 Charters, A.N. Report to Com. Members CAEO. Minutes of meeting held in New York City Nov. 20, 1976. 3 pp. (mimeo). (Including the Summary of meeting on Professional Development, America's Hotel, 11/20/76. 2 pp. (mimeo).
8		1976, December Charters, A. N. Professional Development for Educators of Adults. 21 pp. (mimeo).
8		1971 Charters, A. N. "The Teaching Profession and the Educators of Adults: A Review and an Agenda." In Proceedings Sixth WCOTP Invitational Seminar on Adult Education. August 12-13, 1971, Kingston Hotel, Jamaica. 31 pp. (mimeo).
8		1974 Charters, A. N., Chairman. Statement of Adult Education Area, School of Education, 2nd statement with 1/74 revised. (mimeo).
8	+	1972 Charters, A. N. Professional Development Program in Adult Education, Syracuse University. 45 pp. (mimeo).
		1972 Charters, Alexander N. Oral History Program - Library of Continuing Education, Syracuse University.
		1972 Charters, Alexander N., Delegate. Report of the United States Delegation to the United Nations Educational, Scientific and Cultural Organization. Third International Conference on Adult Education, Tokyo, Japan, July 25 - August 7, 1972. (duplicated) Nov. 1972. Submitted to the Secretary of State. 45 pp.
		1972, June Charters, Alexander N., Chairman. A Report of the Committee on Community University Programs. 20 pp. (mimeo).
		1973, June 28 Charters, Alexander N. Statement to support Title 8, Section 803, of the Older Americans Comprehensive Amendments of 1973. Testimony re: Continuing Education for the Elderly. A.N. Charters to the Honorable Lawton Chiles.
7		1970 Charters, Alexander N. "Notes and Speeches, 1970: Reports and Testimonies. Vol. III.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1982 Charters, A. N. Educators of Adults and Information Gaps. Presented at meeting International Adult Education Task Force in San Antonio, Texas, November 1982. 12 pp. (mimeo). L1 ED 235 354.
9		1962, June 14 Charters, Alexander N. Continuing Education and Public Affairs. 18 pp. (carbon copy).
9		1965, August 9 Charters, Alexander N. The Education of University Extension Personnel. 12 pp. (carbon copy). (marked D 39).
9		1970 Charters, Alexander N. Introduction. Committee for Continuing Education in Metropolitan Syracuse, Directory 1970-71. Prepared by The Library of Continuing Education of Syracuse University.

C.

UNPUBLISHED/UNDATED

Included in this list are a series of memoranda, statements and documents which were written for various purposes. Colleagues collaborated in development of some of the items.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
7		Charters, Alexander N. Official Reports: Board of Trustees, Chancellor and School of Education. Vol. IV.
		Charters, Alexander N., Director. Government Contracts (Prepared by or with the assistance of A.N.C.). Vol. V.
		Charters, Alexander N. "Welcome and Introduction to Seminar." International Seminar on Adult Education. Syracuse University Continuing Education Program. 5 pp.
8		Charters, Alexander N. Statement on Adult Education Area: School of Education. 21 pp.
8		Charters, Alexander N. Annual Reports. Vol. VII.
8		Charters, A. N. Report, "Relationship of University College to Campus Colleges." (carbon copy).
9		Charters, Alexander. The Shifting Pattern of Adult Education. 18 pp. (carbon copy). (marked duplicate copy C16).
9		Charters, Alexander, Dean. What is the Unique Responsibility of the University for Continuing Education? Given at Michigan State University Seminar on Leadership in University Adult Education. T494. (marked C15).

D.

MEMOS/ADULT EDUCATION

This series of memos was written by Dr. Charters while Dean of University College, Vice President for Continuing Education and/or Professor of Adult Education.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
6		1973 Communications - from Alexander N. Charters, Adult Education Area, School of Education. Vol. 1 - 1973 - Memos 1 through 72. Vol. 2 - mostly duplicates of Vol. 1.
6		1977 Communications - Memos Alexander N. Charters, 16 issues, August 15, 1972 through October 1977.

E.

TOLLEY SERIES

The authors of these publications were recipients of the William Pearson Tolley Medal for Distinguished Leadership in Adult Education. Dr. Alexander N. Charters wrote introductions to each. The last in the series was written by Dr. Charters.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5		1966, October 12 - #1 Houle, Cyril O. The Uncommon School. Syracuse University: Publications in Continuing Education. A.N. Charters Signator of Citation.
6		1969, May 19 - #2 Mehta, Mohan S. The University and the Community. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation.
6		1970, July 21 - #3 Raybould, Sidney Griffith. Universities, Adult Education, and Social Criticism. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation.
6		1971, Sept. 22 - #4 Bartlett, Kenneth Gill. Toward Still Greater Professionalism. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation.
5		1973, Oct. 8 - #5 Kidd, James Robbins. Relentless Verity: Education for Being - Becoming - Belonging. Syracuse University: Publications in Continuing Education. A.N. Charters, Signator of Citation.
9		1975, May - #6 Bown, Lalage. A Rusty Person is Worse Than Rusty Iron: Adult Education and the Development of Africa. Syracuse University: SUPCE. 23 pp. ERIC ED 117450, LC5258 - A1 B680.
		1979 - #7 White, Thurman James. The Promise and Pragmatism of Adult Education. Syracuse University: SUPCE.
8		1986, April 19 - #9 Charters, Alexander Nathaniel. Some Perspectives on Lifelong Education. Syracuse University: SUPCE.

F.

OFFICIAL REPORTS

This list includes reports made by Dr. Charters of programs and activities for which he was responsible.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1957, May 31 Charters, Alexander N. "University College." Special Report to the Board of Trustees of Syracuse University. 11 pp. (typed).
6		1958, May 30 Charters, Alexander N. Report to the Board of Trustees. Reid Hall, Syracuse University. From the Minutes of the Board of Trustees. (mimeo).
2		1954 thru 1963-64 Charters, Alexander N. Annual Reports of University College to the Chancellor (Dean A.N.C.) 1954-55; 1955-56; 1956-57; 1957-58; 1958-59; 1959-60; 1960-61; 1962-63; 1963-64.
2		1964 thru 1972 Charters, Alexander N., Vice-President. Annual Reports to the Chancellor. 1964-65; 1965-66; 1966-67; 1967-68; 1968-69; 1969-70; 1970-71; 1971-72; 1972-73.
9		1974, January Charters, Alexander H. Statement on Adult Education Area, School of Education. Official Report
2		1976 Charters, Alexander N. Professional Development for Educators of Adults. 21 pp. (mimeo). L1 ED 166 361.
2		1972, April 1 - 1973, Feb. 28 Annual Report of Adult Education Area Highlights, School of Education.
		1980 Adult Education Annual Report. 14 pp. (mimeo).

G.

CENTENNIAL SERIES

Syracuse University celebrated its centennial in 1973. A brochure was published for each of the programs which reported to the Vice President for Continuing Education.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5		1970 Charters, Alexander N. "Preface," The Adult and Continuing Education Programs 1970--The Centennial of Syracuse University. Syracuse University: Pub. in Cont. Ed. Bound Copy of individual reports. Centennial Series #1.
5		1970 Charters, Alexander N., Director. Bureau of School Service. Syracuse University: Pub. in Cont. Ed. 7 pp. Centennial Series #2.
5		1970 Charters, Alexander N., Director. Division of International Programs Abroad. Syracuse University: Pub. in Cont. Ed. 6 pp. Centennial Series #3.
5		1970 Charters, Alexander N., Director. Division of Summer Sessions. Syracuse University: Pub. in Cont. Ed. 16 pp. Centennial Series #4.
5		1970 Charters, Alexander N., Director. ERIC Clearinghouse on Adult Education. Syracuse University: Pub. in Cont. Ed. 6 pp. Centennial Series #5.
5		1970 Charters, Alexander N., Director. International Management Development Department. Syracuse University: Pub. in Cont. Ed. 16 pp. Centennial Series #6.
5		1970 Charters, Alexander N., Director. Library of Continuing Education. Syracuse University: Pub. in Cont. Ed. 6 pp. Centennial Series #7.
5		1970 Charters, Alexander N. et al. "Archives of Continuing Education." Syracuse: Syracuse University Publications in Continuing Education. 6 pp. Centennial Series #72.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
5		1970 Charters, Alexander N., Director. *Professional Development in Adult and Continuing Education*. Syracuse University: Pub. in Cont. Ed. 14 pp. Centennial Series #8; Reprint #8a.
5		1970 Charters, Alexander N., Director. *Publications in Continuing Education*. Syracuse University: Pub. in Cont. Ed. 34 pp. Centennial Series #9.
5		1970 Charters, Alexander N., Director. *Research, Evaluation and Planning in Adult and Continuing Education*. Syracuse University: Pub. in Cont. Ed. 14 pp. Centennial Series #10.
5		1970 Charters, Alexander N., Director. *This is UC*. Syracuse University: Pub. in Cont. Ed. 20 pp. Centennial Series #11.

H.

PROPOSALS/CONTRACTS

Dr. Charters wrote the proposals and/or directed them. It is clearly recognized that he did not do all of the writing nor all of the implementation. In some cases the proposals were not funded.

AD-CE	SUPCE
1399	1398
Box No.	Box Letter

1958, September 9
Charters, Alexander N., Director. Proposal #5. Fund for Adult Education. A Proposal to the Fund for Adult Education by University College. Subsequent reports, etc.

1963, May
Charters, Alexander N. Carnegie Proposal Special Degree Programs for Adults.

1967, June 1
Charters, Alexander N. (under the direction of) ERIC Clearinghouse on Adult Education. Dept. Health, Education and Welfare. Government Contracts #1. OEC 1-7-070840-3593.

1967, December 18
Charters, Alexander H. Statement made at a Public Hearing on Continuing Education, Council Chamber, City Hall, Syracuse, NY (mimeo).

1969
Charters, Alexander N. Community Leadership Education and the Training of Continuing Educators. Submitted to the W.K. Kellogg Foundation by University College and School of Education. Proposal #1.

1971, June 21
Charters, Alexander N. (under the direction of) Continuing Education for Health Manpower. Sponsor: Regional Medical Programs Service. HSM 110-71-147. Government Contracts #3.

1971, August 13
Charters, Alexander N. Survey of Present Continuing Education Activities and Perceived Program Needs in Continuing Education in Degree-Granting Post-Secondary Institutions in New York State. Proposal to N.Y. State Education Dept. for Funding Under Provision of Title 1 of the Higher Education Act of 1965. Government Contracts #2.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
		1972, February Charters, Alexander N., Director. Evaluation of Continuing Education Programs at Syracuse University, by Rolf H. Monge and A.N. Charters. Government Proposals #2. (not funded).
9		1972, July 7 Charters, Alexander N., Director. A Grant Continuation Request to the Ford Foundation from the University Council on Education for Public Responsibility. Proposal #3.
8	+	1977, July 14 Charters, Alexander N. Proposal for RFD - 77-71. Syracuse University, School of Education. 38 pp. (mimeo).
8		1982, June 10 Charters, A.N. Structured Interviews with Senior Educators of Adults--An Oral History Project. Proposal with accompanying support data to National Endowment for Humanities. (not funded).
8		Vol. 3. Government Contracts 1. Kellogg Foundation. Community Leadership Education and the Training of Community Educators. 1969. 2. Evaluation of Continuing Education Program at S.U., Monge and Charters, February 1972. (not funded). 3. Ford Foundation. Grant Continuation Requested from University Council on Education for Public Responsibility, 1972. 4. Carnegie. Special Doctoral Program for Adults, 1963. 5. Fund for Adult Education, by University College. 1958 and subsequent reports.
		Vol. 5. Government Contracts 1. ERIC, June 1967. 2. Survey - Presenting Continuing Education Act. Title I - Higher Education 1965. 3. Continuing Education Health Manpower. HSM 110, January 1971.
		Vol. VI. Charters, Alexander N., Director. Proposals.

I.

NEWS/CLIPPINGS/RELEASES

Refers to large library folders under "L" News/Clippings/Releases.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1987, Spring Professor Emeritus Charters Devotes Life Work to Adult Education. In Exchange, Syracuse University School of Education.

J.

MISCELLANEOUS

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
8		1970 Charters, Alexander N. The Directory of Adult Education Associations 1970. Betty J. Vaughn, Director. The Library of Continuing Education at Syracuse University. (updated and corrected May 1972).
8		1973, June 19 Interview with Robert Blakely, by James C. Ha..
8		1975 Pitchell, Robert J., Executive Director, NUEA. Washington Office Report, Annual Business Meeting, National University Extension Association, San Juan, Puerto Rico, April 30, 1975. Memorandum from John B. Ervin, President, July 16, 1975 attached.

K.

AUDIO/Video

A list of audio and video cassettes in adult and continuing education at Syracuse University is published in Adult Education Sound and Video Recordings, E.S. Bird Library, by Alexander N. Charters and George Abbott, SUPCE, MSS 23, 1982.

The cassettes particularly related to adult and continuing education at Syracuse University are listed on the following pages.

Note: The second number is the reference to the cassette located in the Belfer Audio Laboratory and Archives, E.S. Bird Library, Syracuse University.

Researchers wishing to use the cassettes should contact Media Services, E.S. Bird Library, Syracuse University.

CASSETTES LOCATED IN THE AUDIO CASSETTE COLLECTION IN MEDIA SERVICES, E.S. BIRD LIBRARY

L. of C.	Belfer	
8579-01/02	#536	A. AC (Tapes 1 and 2) August 23, 24, 1986 Interview: Dennis Deschler. Interviewed: Alexander N. Charters Re: A.A. (Sandy) Liveright Charters' home on Cape Cod
8580-01	#537	B. AC 1976 (?) Alexander N. Charters. A presentation at (CDE) University of Guyana. Description of Adult Education at Syracuse Umiversity and relationship with Mr. Newton Profitt. Guyana
8581-01	#538	C. AC February 4, 1987 Meeting at Kellogg Project. Alexander N. Charters with staff of project. Re: SUREA and SUPCE
8582-01	#539	D. AC April 19, 1986 Award Dinner - W.P. Tolleh Medal to Alexander N. Charters Dean Funk; Chancellor Eggers, Dr. C. Houle, Dr. William P. Tolley, A.N. Charters (speakers) Sheraton University Inn
8583-01	#540	E. AC Taped by A.N. Charters Retirement of Helen Bland Rotary Meeting
8584-01/04	#541	F. AC (Tapes 1, 2, 3, 4) 1974 Recording of a class "Survey of Adult Education." Alexander N. Charters, Professor Huntington Hall

L. of C.	Belfer	
8585-01	#542	G. AC April 11, 1983 Dinner for award of William Pearson Tolley Medal to Paul Bertelsen Invocation by Rev. Ayer. Presentation by Chancellor Eggers. Introduction, comments about ANC. Presentation bh Bertelsen. 1916 Room, Syracuse Umiversity
8586-01	#543	H. AC Late 1950's (?) Presentations at a CSLEA activity. First presentation by Alexander N. Charters, "Forces Influencing Adult Education." Chairman: Peter Seigle
8587-01	#544	I. AC September 5-6, 1985 Information on University of Tennessee, Division of Cont. Ed. Introduction by Dr. William Barton, Assoc. Dean Dr. Joseph Goddard, Dean. Remarks in response to issues and questions about adult education and extension--raised by Dr. Goddard and participants. Faculty Retreat at Gatlinberg, TN
8588-01	#545	J. AC 19 Presentation bh Alexander N. Charters to some members of AEA of Guyana and Dept. of Ad. Ed. Introduced by Mr. Newton Profitt. Some information about background of ANC and some descriptions of ad. ed. in USA. Questions and discussion. Georgetown, Guyana
8589-01/03	#546	K. AC (Tapes 1, 2, 3) April 19, 1986 Tape of entire Tolley Award dinner program - recipient Alexander N. Charters Speakers: Frank Funk, Cyril O. Houle, William P. Tolley, Presentation: Alexander N. Charters (unedited. Conclusion of ANC presentation was cut off). Sheraton Hotel (University)
8590-01	#547	L. AC 19 Interviewed: Kevin Wilson. Interviewer: A.N. Charters Open University in U.K. Described the history, problems, issues and status of the Open Universith. Charters home.

L. of C.	Belfer	
8591-01	#548	N AC February 12, 1982 Interviewer: Michael Sawyer. Interviewed: A. N. Charters Re: Tolley Years (History of Syracuse University) Bird Library, Syracuse University
8502-01	#549	O. AC August 16, 1985 Interviewers: Alexander Charters and Ronald Hilton Interviewed: Wilbur Hallenbeck Philosophical statements and description of adult education program at Columbia University and other programs. Includes many facts and comments about his life and his colleagues. At home of Wilbur and Elizabeth Hallenbeck, Cape Cod
8593-01	#550	P. AC May 22, 1986 Pre-conference program (AERC) A. Charters and B.J. Vaughn introduced by Jack Six (G.A. in Adult Education and Program chairman). Describe history and developments of LCE and SUREA and SUPCE Includes anecdotes and personal experiences.
8594-01	#551	Q. AC April 2, 1986 Presentation at Cornell University by Alexander N. Charters Introduced by David Deschler (class on Comparative Adult Education - Ed 482) Remarks about International Conferences in Adult Education; about books on comparative Adult Education and also proposed books on Landmarks. Cornell University
8595-01	#552	R. AC December 11, 1985 Interviewed: Alexander Charters. Interviewer: Danna Freeman. ANC describes some background and activities of ICUAE, ICAE, CAEO and other groups. Huntington Hall, Syracuse University
8596-01	#553	S. AC January 10, 1973 Interviewer: Robert Blakely. Interviewed: Alexander Allan Charters (father of Alexander N. Charters) Family history Charters' home, 216 Lockwood Rd., Syracuse, NY

L. of C.	Belfer	
8597-01	#554	I. AC February 5, 1962 What is the University's Responsibility of University Continuing Education? Michigan State University
8598-01	#555	Course. University of Chicago. Summer 1958. Alexander Charters--Guest Speaker
0573-01	#531	Discussion on Adult Education from Canada and India sponsored by Dr. Liveright during the late '60's. ANC
0757-01	#532	Conversation Ivan Illick and Charters. October 5, 1969 ANC
0758-01	#533	Sixth William Pearson Tolley Award Dinner. Dr. James Robbins Kidd. October 8, 1973. ANC
0759-01/07		Discussion Session in "Conflict." New Forms Content Needs. New Development in Adult Education Institutions. December 1-2, 19__. ANC
8074-01	#534	"Adult Education and Its Role in Public Policy. Dr. Charters' Tapes.
8075-01	$535	"IQ and Its Relationship to Adult Education." Dr. Charters' Tapes. Ad Ed Collection.
8612-01	#556	Area of Instructional Technology Symposium. Dr. Robert Stake. March 23, 1973. ANC
8613-01	#557	Acquisition Program A D E O Collection Bird-Librarians. By Terry Keenan, 1986-1987. ANC
8614-01	#558	Conversation John Oliver and Charters. Seminar by Phyllis Cunningham. June 1987. ANC
8615-01	#559	Conversation John Henschke and Charters, held in Kansas City on April 4-8, 1987. ANC
8616-01/02	#560	Interview by Leonard Oliver of John Studenbaker, former Commissioner of Education from 1934-1948, US. April 21, 1985. Walnut Creek, California at age of 98.

L.

NOTES AND ESSAYS

Dr. Charters' role was: obtainer of grant; wrote foreword; was author and/or was seminar leader.

AD-CE 1399 Box No.	SUPCE 1398 Box Letter	
		1968, December Savicevic, Dusan M. The System of Adult Education in Yugoslavia. Syracuse: Syracuse University Publications Program in Continuing Education. 58 pp. (ERIC ED 027 457), LC 5256 Y8 S38. (Notes & Essays Series #59).
8		1969, December Blakely & Lappin. Knowledge is Power to Control Power. Syracuse: Syracuse University Publications in Continuing Education. 88 pp. (CREA #29.63) LC 6251 C4 63. (Notes & Essays Series #62).
		1970, March Burns, H.W. Sociological Backgrounds of Adult Education. Syracuse: CSLEA. 169 pp. LC 5251 B 76. (Notes & Essays Series #41).
		1970, July Ziegler, W. Essays on the Future of Continuing Education Worldwide. Syracuse: Syracuse University Publications in Continuing Education. 151 pp. (Notes & Essays Series #66).
5		1971 Charters, Alexander N. "Foreword," Toward the Educative Society. Syracuse University: Publications in Continuing Education. 94 pp. LC 6251 C4 no. 67. (Notes & Essays Series #67).
5		1971, May Charters, Alexander N. "Nursing and Continuing Education." Ends and Means. The National Conference on Continuing Education in Nursing, 1970. Syracuse University: Publications in Continuing Education. pp. 77-81. (Notes & Essays Series #69).
27		1972, May Charters, Alexander N. & Rivera, William M. International Seminar on Publications in Continuing Education. Syracuse University Publications in Continuing Education. 115 pp. (ERIC ED 061 491) LC 6251 c4 72. (Notes & Essays Series #72).

THE GEORGE ARENTS
RESEARCH LIBRARY
AT SYRACUSE UNIVERSITY • SYRACUSE, NEW YORK 13210

ACQ. NO. RG13

ARCHIVES COLLECTIONS RELATING TO EDUCATION

Papers of Faculty and Staff

Hartley, Helene W. 1911-1965	12 Boxes
Hunnicutt, Clarence W. 1957-1967	5 Boxes
Melchoir, William T. 1884-1968	1 Small Box (9 Magnetic tapes) 1 Paige Box
Troy~~a~~er, Maurice E. 1942-1961	1 Box
West, William 1964-1966	2 Boxes

PART D

MANUSCRIPTS

The materials of Syracuse University are housed in Syracuse University Archives. For example, University College and Alexander N. Charters.

See: Part C.

Syracuse University Library is the repository for the archives, papers and other materials of historical interest for many adult education organizations and individuals outside of Syracuse University. These collections are in the Manuscript Division.

Papers and other materials of several of these organizations and individuals are processed. The list, together with shelf list of each one, is published in:

> Adult and Continuing Education Collections: A Descriptive List of Manuscript Holdings in Syracuse University Libraries, compiled by Alexander N. Charters, May 1974. George Arents Research Library for Special Collections at Syracuse University Library in Publications in Continuing Education.

ED: 167 702

SULIRS: LC 5215 S88

Additional materials have been sent to Syracuse University. They are not yet processed.

The attached lists also provide information about the above and other collections.

See: D-1.

The Laubach family donated the personal papers and other items of Frank C. Laubach. The documents of Laubach Literacy, Inc., were also donated. The costs of the processing and the publication of shelf list were paid by the Laubach Family.

> The Laubach Collection. Personal Papers of Frank C. Laubach and Documents of Laubach Literacy, Inc., compiled by Deborah R. Chmaj and Menbere Walde, May 1974. Ernest S. Bird Library, Syracuse University Libraries, Syracuse, NY.
>
> ED: 166 363
>
> SULIRS: 1356 875 65.

Additional materials to up-date the collection have been donated but not yet processed.

An internal memorandum provides additional information as of November 6, 1987.

See: D-2.

Professional and personal archives and other materials from several educators of adults have been received but are not yet processed. They are listed elsewhere.

See: Part F - Gifts

The archival materials of Dr. Frank Laubach cover most of his professional career. The materials from Dr. Malcolm Knowles also cover much of his professional career. Likewise the materials of Alexander N. Charters (see Part C - Syracuse University Archives) cover his professional career since 1948. The materials from other educators of adults cover only a portion of their professional career and in most cases related to only one program or activity.

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>
> ED: 166 363
>
> SULIRS: 1356 875 65.

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Contact Person:

Ms. Carolyn Davis
Readers Services Librarian
Rm. 600, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2040 USA
(315) 443-2697

COLLATION OF ADULT EDUCATION COLLECTIONS & RECORDS

x=yes o=no

Collection	AE	Related	Processed	Inc. Dates	Lin. Ft.
Adult Education Association (AEA) Prev. known as Adult Education Assoc. in the US	x	o	x	1924-1968	18
Adult Education Research Conference	x	o	x	1969-1971	1
Adult Student Personnel Assoc.	x	o	o		
Aker, George	x	o	x		
American Foundation for Continuing Education (AFCE)	x	o	x	1947-1965	19
American Association for Adult and Continuing Education (AAACE)	x	o	x		
Association for Continuing Higher Education (ACHE) Prev. known as Assoc. of University Evening Colleges	x	o	x		
Association of University Evening Colleges (AUEC) now known as Assoc. for Continuing Higher Education	x	o	x	1927-1969	17
Barnes, Albert	x	o	o		
Bown, Lalage (IDS)	x	o	x	1961-1980	3.5
Center for the Study of Liberal Education for Adults (CSLEA)	x	o	x	1951-1969	45
Chaffee, E.	o	x	x		
Charters, Alexander N.	x	o	o	1948-1971	1
Clearinghouse-Resources for Educators of Adults (CREA)	x	o	o		
Coalition of Adult Education Organizations (CAEO)	x	o	x		

x=yes o=no

Collection	AE	Related	Processed	Inc. Dates	Lin. Ft.
Commission of the Professors of Adult Education (CPAE)	x	o	o	1969-1973	1
Continuing Education (miscellaneous)	x	o	o		
Continuing Education Photograph Collection	x	o	x		
Council on Continuing Education Unit (CCEU)	x	o	o		
Crow, Martha F.	o	x	x		
Custard, H.L.	o	x	x		
Davey, W.R.	o	x	x		
Dowling, W.D.	o	x	x		
Fund for Adult Education (FAE)	x	o	x	1950-1969	70
Galaxy Conference	x	o	x	1964-1970	1.5
Hansl, Eva	x	o	x		
Hendrickson, Andrew	x	o	x	1933-1971	7.5
Houle, Cyril O.	x	o	o		
Hunsaker, Herbert C.	x	o	o		
Ingham, Roy	x	o	o		
Institute of Development Studies (IDS)	x	o	See Lalage Bown	1961-1980	3.5
International Congress of University Adult Education (ICUAE)	x	o	x	1959-1968	3
International Council for Adult Education (ICAE)	x	o	o		
Jacques, Joseph W.	x	o	o	1972	.75

x=yes o=no

Collection	AE	Related	Processed	Inc. Dates	Lin. Ft.
Klein, P.	o	x	o		
Knowles, Malcolm S.	x	o	o		
Laubach, F.	x	o	x&o		
Liveright, Alexander A.	x	o	x	1934-1969	3.5
Mason, W. Dean	o	x	x		
McClusky, F.	x	o	o		
National Association of Public and Continuing Adult Education (NAPCE) Prev. known as National Association of Public School Adult Educators (NAPSE)	x	o	x	1934-1964	3
National University Extension Association now known as National University Continuing Education Association NUEA (NUCEA)	x	o	x	1924-1968	22
New York Adult Education Council	x	o	o		
Northwest Adult Education Association	x	o	o		
Omnibus & Ford Foundation Films	x	o	o		
Osborne Family Papers	x	o	o		
Parkinson, George A.	o	x	x	1937-1963	.25
Pike, James	o	x	x		
Reed, Bernard W.	x	o	x	1915-1962	1.5
Sharer, Robert E.	x	o	x	1943-1971	.75
Sheats, Paul H.	x	o	x	1958-1967	5
Spaulding	x	o	x		

x=yes o=no

Collection	AE	Related	Processed	Inc. Dates	Lin. Ft.
Stensland, P.	x	o	o		
Syracuse University Publications in Continuing Education (SUPCE)	x	o	o	1966-1971	2.5
Thompson, Clarence H.	x	o	x	1965-1973	1
Thompson, Willard	x	o	x	1966-1970	2
University Council on Education for Public Responsibility (UCEPR)	x	o	x	1961-1964	.5
Verner, Coolie	x	o	x	1953-1972	1.25
Watson, D.C.	o	x	x		
Weiss, F.A.	o	x	x		
Whipple, James B.	x	o	o		

lmd (0054G)

RG	Acc. No.	Boxes	Inc. Date
16	1007	10	1950's/1982
16	501	1	1977-78
16	275	1 & 2 oversized packets	1971-73
30	1258	?	1982-88

D-2

ALEXANDER N. CHARTERS
PROFESSOR EMERITUS - ADULT EDUCATION
SYRACUSE UNIVERSITY

November 6, 1987

TO: Terrance Keenan

FROM: Alexander N. Charters

This memo gives you an update on the Archives and Manuscripts in Adult Education in Bird Library. I have discussed these items with you and accordingly this memo indicates the status as I try to withdraw from this activity. The withdrawal has been communicated to each person.

1. Dr. Malcolm Knowles. Many years ago Dr. Knowles indicated that he was planning to bequeath his personal and professional papers in adult education to Syracuse University. It was suggested that he give them while he is still living. They have been received in the Manuscript Department and I trust that you have made official acknowledgment.

2. Dr. Cyril O. Houle. Over the years Dr. Houle has stated verbally to me that his professional materials in adult education would be sent to Syracuse University Manuscript Department. Several months ago he phoned me to say that he was ready to make this contribution. He asked what he should do. I told him that Mr. Milac or someone else would be in communication with him. I understand that the materials are now in the Manuscript Department. I assume that official acknowledgment has been made.

3. Dr. Wilbur C. Hallenbeck. During some visits in his home, he told me that he would give any of his materials that were appropriate to Syracuse University. He communicated this message to his son. I have picked up two lots of materials and have brought them to Syracuse University. I recall that Carolyn Davis made a list of material in the first part of the collection and that she sent it to Mr. Ted Hallenbeck. You may wish to officially acknowledge the receipt of them. The name and address of the son is:

   Mr. Ted Hallenbeck
   101 Larchmont Rd.
   Warwick, RI 02886
   (401) 737-6681

   According to Mr. Ted Hallenbeck, there is some additional material which I can look at when I visit Mrs. Hallenbeck. I will not accept any more without talking with you.

4. Coalition of Adult Education (CAEO). The CAEO was established at Syracuse University in 1964. Over the years they have sent materials to the Manuscript Department in Adult Education at Syracuse University. There was resolute action to this effect. For several

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subsequent years the officers wanted to retain the materials. In recent years I suggested that the remaining materials (none that were of immediate use) be sent to the Manuscript Department in Adult Education at Syracuse University. In the past few months it was decided to send the materials to Syracuse University. I was asked to be present at the Board meeting, Tuesday, October 20, 1987 when the matter was discussed. Another resolution was made for Syracuse University to be the official archival body of CAEO. Dr. Roger Hiemstra was at the meeting. After the meeting, I was asked a number of questions. I responded by saying that they should get in touch with you or Dr. Hiemstra. It may be that Dr. Hiemstra is following up on the matter. I am referring any inquiries to you.

5. Association for Continuing Higher Education (ACHE) (formerly Association of University Evening Colleges [AUEC]). Over the years ACHE has sent materials to Syracuse University as the official archival repository. The late Dr. Bernard Reid was secretary for many years and embarked on a history of AUEC (perhaps a dissertation). When Dr. Reid died, materials were sent to Mr. Lee Smith at University College who planned to continue the study and did so for a period of time. We had thought that Mr. Smith had given us all of the materials to the ACHE collection. A few weeks ago he found materials in his attic. He told me about the material. I recall that he was giving them to Dr. Roger Hiemstra. Dr. Roger Sublett, Executive Vice President of ACHE, has talked with me about a history of ACHE as part of the 50th anniversary program. (I am a past president.) I was told by Dr. Sublett that it isn't progressing very rapidly. I was told that they are in touch with Dr. Hiemstra and/or perhaps you.

You may wish to write concerning the sending of recent materials to up-date the collection.

Dr. Roger Sublett
Executive Vice President ACHE
Dean, College of Graduate & Continuing Studies
University of Evansville
1800 Lincoln Ave.
Evansville, IB 47722
(812) 479-2981

6. International Congress of University Adult Education (ICUAE). The ICUAE was founded at Syracuse University in 1960. It has Category B consultative status with UNESCO. Syracuse University is the official archivist. Much material has been given to Syracuse University. Partly because of the distribution of officers in various countries, no materials have been sent to Syracuse University in recent years. The Executive Secretariat is now:

at the annual conference. Judith Koloski, Executive Director, told me that this had not been done at least last year. You may wish to follow up on these matters.

Ms. Judith Koloski
Executive Director, AAACE
1201 Sixteenth St., NW
Washington, DC 20036
(202) 822-7866

10. Over the years Syracuse University Resources for Educators of Adults (SUREA) has had a close relationship with Dr. Ray Ast, founder of the Multi Media Center, Montclair State College, New Jersey. Last week Frances Spinelli said that the Center was being discontinued and inquired if Syracuse University was interested in obtaining the extensive collection. I told her that I would ask you to communicate with her.

Ms. Frances Spinelli
Director
National Adult Education Clearinghouse
Montclair State College
Upper Montclair, NJ 07043
(201) 893-4353

11. Other collections. You may wish to update other collections such as Laubach Literacy, International.

12. Alexander N. Charters. You will recall from my discussions that materials related to my role as Dean of University College, Vice President for Continuing Education, and Professor of Adult Education, as well as personal materials are in University Archives. You may wish to add my name to any lists that you publish of manuscript collections.

13. Some of the contributors sent lists of books and other items when they made the shipments. Included were: William Dowling, Per Stensland, Malcolm Knowles.

14. Additional collections. I found that it has taken many months and even years to get major collections from first discussions to the delivery stage. I trust that some initiate is being taken to identify and solicit additional contributions.

15. In my discussions with donors, there was no mention of the collections being copied in any other form, such as microfilm, microfiche, or computers. Accordingly if copies are made and the original material is being considered for disposal, I suggest that the original contributors or their heirs be consulted.

If you wish, I would be glad to talk with you about the status or plans on acquisitions.

f/
cc: Dr. David Stam, Director of Library
Dr. Joan Burstyn, Dean of School of Education
Dr. Roger Hiemstra, Director of Kellogg Project

Dr. John Morris
Executive Secretariat ICUAE
Extension and Summer Sessions
The University of New Brunswick
Fredericton, NB E38 5A3
Canada
(506) 453-4646

I think that he has gathered up the records. I spoke to him about sending some more materials to Syracuse University and he is willing to do so. After talking with him I told him that you will write him.

7. Dr. William McCallion. Dr. McCallion was a Dean at McMaster University and was President of ICUAE for several years. He is now retired. In his former office there is material about the early years of ICUAE. He has told me on several occasions that he would send materials to Syracuse University to be a part of the ICUAE archival collection. He phoned the other day and is sending materials to you at the library. (He may put my name on the label!) His address is:

Dr. William J. McCallion
84 Dalewood Cres.
Hamilton, Ontario L8S 4B7
Canada
(416) 527-2829

Dr. McCallion took a number of photographs of CAEO related activities in many countries. He may send them to me and if he does, I will give them to Syracuse University.

8. National University Continuing Education Association (NUCEA) (formerly National University Extension Association [NUEA]). Syracuse University has received archival materials from NUCEA over the years. The last time I spoke with Ms. Kay Kohl of NUCEA I gathered that they had not sent any materials in recent years.

You may wish to write her concerning recent materials. The address is:

Ms. Kay Kohl, Executive Director
NUCEA
One Dupont Circle, Suite 360
Washington, DC 20036
(202) 659-3130

9. American Association for Adult and Continuing Education (AAACE). (This organization was formed by the Adult Education Association of USA and the National Association of Public Continuing and Adult Education.) Syracuse University has some of the archives of both associations. I do not know if Syracuse University has received recently archives from one or both associations. You may know AAACE has sent to Syracuse University a copy of each audio-cassette made

PART E

BOOKS AND MONOGRAPHS

Since the first course with the words Adult Education in the title, offered in the School of Education in the 1940's, there has been some attention to collecting books and monographs in the field of adult and continuing education in Carnegie Library and later E. S. Bird Library.

The collection level intensity of the circulation collection of adult education materials in Bird Library is rated at B+ - that is, better than a good comprehensive collection supporting doctoral and post-doctoral programs. The project using "Conspectus" is called "The North American Collection Inventory Project."

Complementing the acquisition plan by Syracuse University Libraries and the gifts, sources of funds have become available. They include: Educational Resources Informational Center (ERIC), Clearinghouse Resources for Educators of Adults (CREA), Federal Government, Fund for Adult Education (FAE).

Individuals, such as the people listed in Part F - Gifts, have made donations of books in small and large numbers. Many of these books and monographs are relatively old and difficult to acquire. The combination of the books in the gifts with the present Adult Education Collection in Bird Library will make the book collection even more substantial.

Access to these materials is by the basic system in E. S. Bird Library called Syracuse University Library Information Retrieval System (SULIRS), the Syracuse University on-line catalog. Access is made also by the card catalog of library holdings. The books and monographs may be identified by author, title and subject either by computer or by manual use of cards.

Contact Person:

Mr. Edward J. Goodman
Education Librarian
Rm. 458, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-4674

PART F

GIFTS

LCE and SUREA have received many substantial gifts of adult education materials. Some of these materials have been processed into the appropriate library collection. Other materials remain to be processed.

Lists of materials in the collection have been presented by several donors and any evaluation or appraisal of them is arranged by donors, not Syracuse University. These lists received from the donors are as follows:

Alexander N. Charters

Alexander N. Charters has given many other books and other resources that are not listed.

See: F-1.

William Dowling

See: F-2.

Wilbur C. Hallenbeck

See: F-3.

Cyril O. Houle

Acq: M 87-28
M 87-28:1

Dr. Houle plans to donate the remainder of his substantial collection to Syracuse University. Syracuse University has not yet moved it to Syracuse.

See: F-4.

Malcolm S. Knowles

Acq: M 80-83

See: F-5.

Per Stensland

Acq: M 83-28

See: F-6.

The books in these collections will greatly strengthen the Adult Education Collection in Bird Library. Some of these books are classified as rare and may be processed as such.

Contact Person:

Mr. Terrance Keenan
Adult Education Manuscript Librarian
Rm. 605, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

Alexander Charters

Auerbach, Aline B. Parents Learn Through Discussion: Principles and Practices of Parent Group Education. New York: John Wiley & Sons, Inc., 1968. (315) 423-3421

Barbash, Jack. Universities and Unions in Workers' Education. New York: Harper and Brothers Publishers, 1955.

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Duffus, R. L. Our Starving Libraries: Studies in Ten American Communities During the Depression Years. Boston: Houghton Mifflin Company, 1933.

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HQ1904 E6

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LC5215 E8

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Foght, Harold W. Rural Denmark and its Schools, New York: The Macmillan Company, 1915.

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Hall-Quest, Alfred Lawrence. The University Afield. New York: The Macmillan Company, 1926.

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La Rue, Daniel Wolford. Mental Hygiene. New York: The Macmillan Company, 1927.

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Dear Dr. Keenan:

It was good to talk with you and thereby establish contact with the person who will be overseeing the custody of my materials there.

Enclosed is a just-finished compilation of my bibliography and biography, both of which you may want to have on file.

Under separate cover, I am sending you a box containing the manuscripts of

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On checking my copies of Mobius, I find that three or four issues of the total of about 28 are missing. I shall look for them while in my Chicago office next week. If the set cannot be completed, do you want it or shall I toss my copies out?

Sincerely yours,

Cyril O. Houle

Cyril O. Houle
Senior Program Consultant

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Other reports 4

Research Rep rts 4

Occasional papers 8

II. Others

Carnegie Commision for the Studybof Higher Education 6

Pamphlets reflecting role of adult education in politics, world deve
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Booklets on various methods, approaches, techniques IBM 20 15

Planning
Agencies and institutions 2 3

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Stensland Professional book collection # 1 - 10 regular cartons Allied Van

13) Early #11 - 12"Gallo"and"Alamaden"
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# 13 AEA Adult Leadership separate issues
"Early Times" 3 first years in bound copy

CAAE Learning for Living pamphlet series

AEA Separate issues of Life Long Learning

Edgar Dale, Ohio State, News letter miscell. issues

# 14 Convergence Vols.1 - XI (some issues missing = listed inside)
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14 Continuous Learning (CAAE) (issues listes inside)

Miscell. UN copies of pamphlets, reports, newsletters

UNIDO

WHO et al

PART G

PERIODICALS AND NEWSLETTERS

Syracuse University has a comprehensive collection of periodicals and newsletters in adult and continuing education - English language.

Adult Educators Periodicals and Newsletters, E. S. Bird Library, Alexander N. Charters and Edward Geschwender. MSS 29, March 1984, SUPCE. In most cases the series are complete.

ED: 168 598

SULIRS: LC 5219 C45 P4

Prior Edition:

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ED: 162 670

LC: 5219 C45 P4

An up-dated list of newsletters has been compiled.

Newsletters in Adult and Continuing Education - English Materials, E. S. Bird Library, compiled by Alexander N. Charters and Terrance Keenan, Associates Renate Dunsmore and Yushin Lee. March 1988, Syracuse University. In most cases the series are not complete.

SULIRS:

See: G-1

Memorandum dated Jan. 20, 1988 describes some developments.

See: H-1.

Contact Person:

Mr. Terrance Keenan
Adult Education Manuscript Librarian
Rm. 605, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

Pamphlet File DSH #95

Newsletters in
Adult and Continuing Education
- English Language Materials -

E.S. Bird Library

Syracuse University

Compiled by
Alexander N. Charters
Professor Emeritus
Terrance Keenan
Adult Education Manuscript Librarian

Associates:
Renate Dunsmore
Yushin Lee

Syracuse University
March 1988

NEWSLETTERS IN
ADULT AND CONTINUING EDUCATION
- English Language Materials -

This publication is an up-date of the Newsletters section of: Adult Education Periodicals and Newsletters, E.S. Bird Library, SUPCE MSS 29, Professors Alexander N. Charters and Edward Geschwender. The list was compiled to assist educators of adults to pursue their practical and scholarly interest in the study of adult and continuing education. The address of the sponsor/ publisher of each Newsletter is given so that educators of adults may communicate directly with them about any matter of interest. The list is planned to be useful to a wide range of educators of adults who work in a wide range of educational agencies.

Many educators of adults are not identified as such but include persons who are involved in adult education agencies as: organizers; principals; administrators; supervisors; deans; directors; advisors; consultants; counselors; librarians; media specialists; tutors; teachers; community developers; community educators; research workers; policy makers; faculty and students of adult education; as well as elected officials, and board members of adult education agencies. (Primer of Adult Education - Charters, Alexander N.)

Agencies involved in adult education include: business and industry, correctional institutios, communication enterprises, galleries and museums, government agencies; health related institutions, multinational organizations, labor organizations and unions, military, religious bodies, schools, special groups (gerontology, women, handicapped, minorities, illiterates), colleges and postsecondary institutions, vocational and professional associations. (Primer of Adult Education- Charters, Alexander N.)

The Newsletters were selected using the following criteria as guidelines. They

1. are considered significant to the professional development of educators of adults;
2. pertain to the field of adult and continuing education or present issues and information closely related to the field;
3. cover issues and information which are international, national, or regional inscope;
4. are in the English language;
5. are published at least three times a year;
6. are not included in Periodical Section of Bird Library;
7. may be kept for a limited number of years.

The Newsletters are in folders in the Pamphlet File under Desc Subj Heading #95.

Suggestions are welcome about corrections, deletions or additions.

Alexander N. Charters

95-004	AAACE Newsletter (new name: Online)	American Association for Adult and Continuing Education 1112 16th St. N.W. Suite 420 Washington, D.C. 20036
95-008	AAAE Adult Education News	Astralian Journal of Adult Education B.P.O.Box 1346 canberra, A.C.T. 2601 Australia
95-012	AAEA Newsletter	African Adult Education Association P.O.Box 50768 Nairobi, Kenya
95-016	AC UNU Newsletter	The American Council for the United Nations University 1911 Kenbar Court MaLean, VA 22101
95-020	ACACE Information	Advisory Council for Adult and Continuing Education 196 De Montfort St. Leicester LE1 7GE
95-024	Academy News	Academy for Educational Development 680 Fifth Ave. New York, NY 10019
95-028	Accreditation	The Council of Postsecondary Accreditation One Dupont Circle, N.W. Suite 760 Washington, D.C. 20036

95-032	Activity	The American College Testing Program 2201 North Dodge Street P.O.Box 168 Iowa City, IA 52243
95-036	Adult & Continuing Education Today	Today Publications & News Service, Inc. National Press Building Washington, D.C. 20045
95-040	Adult Education Clearing House	Department of Adult Education Monclair State College Upper Montclair, NJ 07043
95-044	Adult Education Newsletter	The Adult Education Program of the Nowa Scotia Department of Education Box 578, Halifax, N.S.

95-048	Adult Educator	NAAESC Graduate Studies in Adult Continuing Education Narthern Illinois University Dekalb, Il 60115-2854
95-052	Adult Literacy & Basic Skills Unit	ALBSU 52-54 High Holborn London WC1V 6RL
95-056	AES Journal on Post-secondary Education	
95-060	Agency for Instructional Television Newsletter	Box A Bloomington, IN 47402
95-064	AICS Compass	Association of Independent Colleges and Schools 1730 M St. N.W. Suite 600 Washington, D.C. 20036
95-068	Aid Hightlights	Agency for International Development Bureau for External Affairs Washington, D.C. 20523

95-072	Alfalit	Alfalit Internacional Apartado 292 Alajuel, Costa Rica
95-076	AMA Continuing Medical Education Fact Sheet	American Medical Association 535 North Dearborn St. Chicago, IL 60610
95-080	AMA Continuing Medical Education Newsletter	American Medical Association 535 North Dearborn St. Chicago, IL 60610
95-084	American Council on Education-Update	Center for Adult Learning and Education Credentials American Council on Education One Dupont Circle Suite 20 Washingto, D.C. 20036
95-088	Americans for the Universality of UNESCO	Box 18418 Asheville, NC 28814
95-092	AMT Events	Americal Medical Technologists 710 Higgins Road Park Ridge, IL 60068
95-096	AONTAS Newsletter	National Association of Adult Education 67 Merrion Square Dublin 2
95-100	Arbeits-und Sozialrecht bei Luchterhand	Hermann Luchterhand Verlag Postfach 1780 5450 Neuwied 1

95-104	ASPBAE Courier	Asian-South Pacific Bureau of Adult Education P.O.Box 1225 Canberra City, 2601 Australia
95-108	Association for World Education Newsletter	Association for World Education P.O.Box 589 Huntington, NY 11743
95-112	Astralian Journal of Adult Education	AAAE G.P.O.Box 1346 Canberra, A.C.T. 2601 Australia
95-116	ATE Newsletter	Association of Teachers & Educators 1900 Association Drive Reston, VA 22091
95-120	Bank Street News	Bank Street College of Education 610 west 112th St. New York, NY 100
95-124	Basic Choices	Basic Choice Inc. Blakeman Place 1121 University Ave. Madison, WI 53715
95-128	BBC Continuing Education Newsletter	BBC Education London W5 2PA
95-132	Beijing Review	24 Baiwanzhuang road Beijing The People's Republic of China
95-136	Benchmark	New York State Education Department Office of Occupational and Continuing Education Albany, NY 12234

95-140	British Open University Foundation : An Occasional-Newsletter	The British Open University Foundation, Inc. 110 East 59th St. New York, NY 10022
95-144	Canadian Journal of University Continuing Education	154 Johnston Hall University of Guelph Guelph, Ontario N1G 2WI
95-148	Capsules	Concordia College Moorhead, MN 56560
95-152	Captrends	Clearinghouse for Applied Performance Testing Northwest Regional Educational Laboratories 710 S.W. Second Ave. Portland, OR 97209
95-156	Carnegie Quarterly	Carnegie Corporation of New York 437 Madison Ave. New York, NY 10022
95-160	CASAE/ACEEA Newsletter	Canadian Association for the Studies for Adult Education
95-164	Catalyst ; helping community groups get involved in CETA	Center for Community Change Catalyst 1000 Wisconsin Ave. N.W. Washington, D.C. 20007
95-168	CAUCE Bulletin	Canadian Association for University Continuing Education 151 Stater Ottawa, Canada K1P 5N1
95-172	CCEU Reporter	The Council on the Continuing Education Unit 13000 Old Columbia Pike Silver Spring, MD 20904

95-176	CEDEFOP News	European Centre for the Development of Vocational Training Bundesalle 22 D-1000 Aerlin 15 Federal Republic of Germany
95-180	CEDEFOP Vocational Training Bulletin	European Centre for the Development of Vocational Training
95-184	Center for Continuing Education of Women/ Newsletter	The University of Michigan 350 S. Thayer St. Ann Arbor, MI 48109
95-188	Centergram	The National Center for Research in Vocational Education The Ohio State University 1960 Kenny Road Columbus, OH 43210
95-190	Center for Continuing Education of Women- Newsletter	Center for continuing Education of women University of Michigan 350 S. thayer St. Ann Arbor, MI 48104-1608
95-192	CESO	Center for the Study of Education in Developing Countries dhuisweg 251 P.O.Box 90734 2509 LS The Hague, The Netherlands

95-196	Chronicle of Innovative Education	Empire State College 2 Union Ave. Saratoga Springs, NY 12866-4310
95-200	CIES Newsletter	Comparative and International Education Society University of Southern California School of Education University Park Los Angeles, CA 90007
95-204	Co-Action Newsletter	UNESCO Office of Public Information Place de Fontenoy, 75700 Paris, France'80 '81 no.1-2 '82
95-208	COE : New Trends	Council of Europe
95-212	COE : News-letter	Council of Europe Documentation Centre for Education in Europe B P 431 R6 F - 67006 Strasbourg
95-216	COMBASE Newsletter/ Community-Based Programs That Work	John Wood Community College 150 South 48th St. Quicy, IL 62301
95-220	Commission of Professors of Adult Education of AEA of USA-Newsletter	Department of Adult & Community College Education North Carolina State Univ. Box 7607 Raleigh, NC 27695-7607

95-224	Commonwealth Education News	Human Resource Development Goup Commonwealth Secretariat Marlborough House Pall Mall, London SW1Y 5HX
95-228	Community Colleges for International Development-Internal News	Bunker Hill Community College New Rutherford Ave. Boston, MA 02129
95-232	Community Education Journal	National Community Educatio Association 1030 15th N.W. Suite 536 Washington, D.C. 20005
95-236	Community Education Today	National Community Education Association 119 North Payne Street Alexandria, VA 22314
95-240	Community Services CATALYST	Community Services Catalyst College of Education Virginia Polytechnic Institute and State Univ. Blacksburg, VA 24061
95-242	Comparative Adult Education Newsletter	Comparitive Adult Education working Group of the Standing Conference on University Teaching and Research in the Education of Adults (SCUTREA) University of Nottingham
95-244	Continuing Educator (former name: SACEM Newsletter)	The Society for the Advancement of Continuing Education 855 Locust Street Collegeville, PA 19426

95-248	Continuation Education	Continuation Education 6501 Balboa Boulevard Van Nuys, CA 91406
95-252	Converging Trends	International Institute of the Americas of World Univ. Avenid Barbosay Guayama Hato Rey, Puerto Rico 00917
95-256	Cornell International Agriculture Mimeograph	The Program in International Agriculture P.O.Box 16 Robert Hall, Cornell Univ. Ithaca, NY 14853
95-260	CRESST Evaluation Comment	Center for the Study of Evaluation UCLA Graduate School of Education 405 Hilgard Ave. Los Angeles, CA 90024-1521
95-264	CSE Evaluation Comment	Center for the Study of Evaluation
95-268	DAE Newsletter	DAE Newsletter P.O.Box 30117 Nairobi, Kenya
95-272	Development Communication Report	Development Communication Report 1414 22nd St., N.W. Washington, D.C. 20037
95-276	Echo	Echo 5, Avenue due Moulin 1110 Morges Switzerland
95-280	EDUCAFRICA	UNESCO Regional Office for Education in Africa P.O.Box 3311 Dakar, Senegal
95-284	Education for Aging News	Institute of Gerontology The College of Boca Raton 3601 N. Military Trail Boca Raton, FL 33431

95-288	Education for Tomorrow's Environment	University of the District of Columbia
95-292	Educational Record	American Coucil of Education One Dupont Circle Washington, D.C. 20036
95-296	Engineering Industry Training Board Information paper	Engineering Industry Training Board 54 Clarendon Road Watford Herts WD1 1LB
95-300	Engineering Training Today	AB Consultant Ltd. 20 St. Anne's Court London W1V 3AW
95-304	European Bureau of Adult Education : Newsletter	
95-308	Finnish Adult Education Organizations	Association of Fnnish Adult Education Organizations Hietalahdenkatu 8 A 21 00180 Helsinki 18 Finland
95-312	Five minutes with ACHE	Association for Continuing Higher Education College of Graduate and continuing Studies University of Evansville 1800 Lincoln Ave. Evansville, ID 47722

95-316	Focus Bulletin	Focus A PDE - ABE Project 1938 Crooked Oak Dr. Lancaster, PA 17601
95-320	For the Record	The New York State Archives The State Education Department Cultural Education Center Albany, NY 12230
95-324	Ford Foundation Letter	Ford Foundation 320 East 43 St. New York, NY 10017
95-328	Georgia Center Quarterly	Georgia Center for Continuing Education The University of Georgia Athens, GA 30602
95-332	Gewerkschaftliche Monatshefte	
95-336	Gewerkschaftliche Rundschau	
95-340	Growing Edge	Council for Noncollegiate Continuing Education 530 East Main Street Suite 501 Richmond, VA 23219
95-344	Higher Education Research Report	Association for the Study of Highter Education The George Washington Univ. One Dupont Circle, Suite 630 Washington, D.C. 20036

95-348	Higher Education & National Affairs	American Council on Education One Dupont Circle Washington, D.C. 20036
95-352	Historical Foundations of Adult Education	National College of Education 1000 Executive Parkway, Suite 110 Creve Coeur, MO 63141
95-356	ICAE : Women's Program Newsletter	International Council for Adult Education 29 Prince Arthur Ave. Toronto, Ontario Canada M5R 1B2
95-360	ICAE Education & Criminal Justice Programme Newsletter	International Coucil for Adult Education 1265 Carson Ave. Dorval, Quebec Canada H9S 1M5
95-364	ICAE News	International Council for Adult Education 720 Bathurst St. Suite 500 Toronto, Ontario Canada M5S 2R4
95-366	ICAE News for the Secretariat	International Council for Adult Education 29 Prince Arthur Ave. Toronto, Ontario Canada M5R 1B2
95-368	ICAE Participatory Formation Newsletter	Participatory Formation of Adult Educators Network LEPS Department Northern Illinois University Dekalb, IL 60115

95-372	ICAE Voices Rising	The Women's Program of the International Council for Adult Education c/o Participatory Research Group 229 College St., Suite 309 Toronto, Ontario Canada M5T 1R4
95-376	ICED Newsletter	International Council of Education Development 680 Fifth Ave. New York, NY 10019
95-380	Ideas and Action	Food and Agriculture Organization of the United Nations 00100 Rome, Italy
95-384	IDEAS for Action	Northwest Regional Educational Laboratory 300 S.W. Sixth Ave. Portland, OR 97204
95-388	IDRC Reports	Communication Division International Development Research Centre P.O.Box 8500 Ottawa, Canada K1G 3H9
95-392	ILO Information	International Labor Office Washington Branch 1750 New York Ave., N.W. Washington, D.C. 20006
95-396	ILSCAE newsletter	International League for Social Committment in Adult Education
95-400	Indian Educator	United Indians of All Tribes Foundation ABE Program P.O.Box 99253 Seattle, WA 98199

95-404	Indian Journal of Adult Education	Indian Adult Education Association 17-B, Indraprastha Marg New Delhi-110002
95-408	Innotech Newsletter	SEAMEO Regional INNOTECH Center Third Floor, College of Education Bldg. Univ. of Philippines Diliman, Quezon City Philippines
95-412	INSERVICE	National Council of States on Inservice Education School of Education 123 Huntington Hall 150 Marshall St. Syracuse, NY 13210
95-416	Inter Dependent under the title UNA News	The Inter Dependent 300 East 42nd St. New York, NY 10017
95-420	Interlit	David C. Cook Foundation Cook Square Elgin, IL 60120

95-424	International Associates Newsletter	Devision of Continuing Education 397 HCEB Bringham Young University Provo, UH 84602
95-428	International Bureau of Education : Awareness List	International Bureau of Education Palais Wilson 1211 Geneve 14 Suisse
95-432	International Bureau of Education : Education Technology	International Bureau of Educationno.1-4 (1977-84)
95-436	International Bureau of Education : Lifelong Education	International Bureau of Education
95-440	International Bureau of Education : Literacy Alphabetisation	International Bureau of Education
95-444	International Congress of University Adult Education	c/o School of Adult & Community Studies University of London Goldsmiths' College, New Cross, London, SE14 6NW, England
95-448	Journal of World Education	Association for World Education Norden Fjord World Univ. Skyum Bjerge,7752 Snedsted Denmark
95-452	Kellogg Project Newsletter	Syracuse University School of Education Adult Education Program 113 Euclid Av. Syracuse, NY 13244-4160
95-456	KENYA Journal of Adult Education	Department of Adult Education P.O.Box 30117 Nairobi, Kenya

95-460	L'ICEA	Institut Canadien D'education des Adultes 506, Rue Saite-Catherine est, Suite 800 Montreal, Quebec Canada H2L 2C7
95-464	Labour Education	ILO CH-1211, Geneva 22 Switzerland
95-468	Laubach Literacy International News	Laubach Literacy International Box 131 Syracuse, NY 13210
95-472	Learning	Canadian Association for Adult Education 29 Price Arthur Ave. Toronto,Canada M5R 1B2
95-476	Learning Connection	Learning Resource Network 1221 Thurston Manhattan, Kansas 66502
95-480	Learning in New York	Office of Public Information New York State Education Dept. Albany, NY 12234

95-484	Lifelong Learing in Ontario	Ontario Association for Continuing Education (OACE) 175 St. Clair Ave. West, Suite 24 Toronto, Ontario Canada M4V 1P7
95-488	Lifelong Learning Forum	Georgia Center for Continuing Education University of Georgia Athens, GA 30602
95-492	Linking the National Voluntary Sector	National Volutary Organization 700-71 Bank Street Ottawa, Canada K1P 5N2
95-496	Listen Real Loud-News of Women's Liberation Worldwide	Canadian Friends Service Committee 1501 Cherry St. Philadelphia, PA 19102
95-500	Media and Adult Learning	Media Adult Learning College of Education Bluemont Hall Manhattan, KS 66506
95-504	Memo	Dissemination and Utilization Program of the National Center for Research in Vocational Education Ohio State University 1960 Kenny Road Columbus, OH 43210
95-508	Mountain Plains Adult Education Newsletter	New Mexico State University Dona Ana Branch P.O.Box 3DA University Park, NM 88003
95-512	Mountain Plains Journal of Adult Education	University of Wyoming P.O.Box 3274 Laramie, WY 82071

95-516	NACAC Bulletin	NACAC 9933 Lawler Ave, Suite 500 Skokie, IL 60077
95-520	NAEP Newsletter	National Assessment of Education Progress CN 6710 Princeton, NJ 08541-6710
95-524	NAPCAE Exchange	National Association for Public Continuing & Adult Education 1201 16th St., N.W. Washington, D.C. 20036
95-528	National Center for Education Brokering-Bulletin	NCEB Bulletin 405 Oak St. Syracuse, NY 13203
95-532	National Council for International Visitors	Meridian House 1623 Belmont St., N.W. Washington, D.C. 20009
95-536	National Report for Training and Development	Suite [illegible] 6000 Maryland Ave. S.W. Washington, D.C. 20024

95-540	National Report on Human Resources	American Society for Training & Development Suite 305 6000 Maryland Ave. S.W. Washington, D.C. 20024
95-544	NATTS News	The National Association of Trade and Technical School 2251 Wisconsin Ave. N.W. Washington, D.C. 20007
95-548	Network Circuit	Military Educators Resource Network 1555 Wilson Boulevard Suite 508 Rosslyn, VA 22209
95-552	Network Exchange	Catalyst National Headquarters 14 East 60th St. New York, NY 10022
95-556	Network Fact Sheet	Military Educators Resource Network
95-560	Network Literacy	International Council for Adult Education 72 Devi Path Kanota Bagh, Jaipur India

95-564	Network Vanguard	Military Educators Resource Network 1555 Wilson Boulevard Suite 508 Rosslyn, VA 22209
95-568	New Zealand Journal of Adult Learning	Continuing Education in New Zealand P.O.Box 12-114 Wellington, North New Zealand
95-572	News & Views	New York State Education Department Office on Noncollegiate Sponsored Instruction Albany, NY 12230
95-576	Newsounds	Alexander Graham Bell Association for the Deaf, Inc. 3417 Volta Place N.W. Washington, D.C. 20007-2778
95-580	NFE Exchange	Non-Formal Education Information Center College of Education Michigan State University 237 Erickson Hall East Lansing MI 48824
	(title changed) NFE Network Update	

95-584	NHSC Bulletin	National Home Study Council 1601 18th St. N.W. Washington, D.C. 20009
95-588	NHSC News	National Home Study Council
95-592	NHSC Report	National Home Study Council
95-596	NN & Q	News, Notes and Quotes PHI DELTA KAPPA, The professional Education Fraterity 8th & Union P.O.Box 789 Bloomington, IN 47402
95-600	Non-Formal Education Bulletin	National Council of Educational Research and Training New Deli - 110016

95-604	Norwegian Institute of Adult Education Reports	Norwegian Institute of Adult Education Jade Alle 60 N-7000 Trondheim, Norway
95-608	Notes & Studies	Bureau European de L'Education Pupulaire Nieuweweg 4 P.O.Box 367 3800 AJ Amersfoort The Netherlands
95-612	NUCEA Continuing Education News	National University Continuing Education Association Suite 420, One Dupont Circle Washington, D.C. 20036
95-616	NUCEA Newsletter	National University Continuing Education Association
95-620	NYACCE	New York Associaton for Continuing/Community Education Inc. Greece Central School District West Ridge Community Education Center P.O. Box 300 North Greece, NY 14515

95-624	Office on Educational Credit and Credentials News	American Counci Education One Dupont Circ Washington, D.C	no.57-59 no.61-65 no.68 (1980-87) 3 * a year
95-628	Orbit	Hadley School f 700 Elm Street P.O. Box 299 Winnetka, Illin	v.9,no.1 v.12,no.3 (1984-87) 3 * a year
95-632	PACE (Paragraphs About Continuing Education)	National Counci Education 192 Tinakori Ro Wellington, New	v.10,no.5 v.11,no.1-5 v.12,no.1 v.13,no.1 (1983-86) 5 * a year
95-636	Participatory Research Newlsetter	Participatory 229 College St Toronto, Canad	v.2,no.1 v.4,no.1-2 (1984-86) twice yearly
95-640	Partnergram	The National A the Partners o 1424 K Street, Washington, D.	v.1,no.3-5 (1986)
95-644	Partners	The National A the Partners o 1424 K Street, Washington, D.	v.16,no.2 (1984)
95-652	Peace Newsletter	Association of Education Orga Museokatu 18 A SF-00100 Helsinki, Finl	1981 1985
95-656	Planned Parenthood Memorandum	The Alan Guttm Institute Research and D Division of Pl Parenthood Fed of America Washington Off 1666 K Street, Washington, D	no.10,1972 no.3-7,9, 1973

95-660	Planned Parenthood World Population	The Alan Guttmacher Institute Research and Development Division of Planned Parenthood Federation of America Washington Office 1666 K Street, N.W. Washington, D.C. 20006
95-664	POPULI	UN Fund for Population Activities 485 Lexington Ave. New York, NY 10017
95-668	Programme News	Program Information Office Ifaplan, Square Ambiorix 32 B-1040- Bruxelles
95-672	Pulse	National Association for Public Continuing and Adult Education 1201 Sixteenth Street Washington, D.C. 20036
95-676	R & D for Higher Education	National Board of Universities and Colleges R & D Unit P.O. Box 45501 S-104 30 Stockholm, Sweden

95-680	RE-ACE	Office of Research and Evaluation in Adult and Continuing Education Northern Illinois University Dekalb, Illinois 60115
95-684	Reader	Literacy Volunteers of America, Inc. 404 Oak Street Syracuse, NY 13203
95-688	Region X change	Region X Adult Education Staff Development Program University of Idaho Moscow, Idaho 83843
95-692	Release	Release 93-26 86th Ave. Woodhaven, NY 11421
95-696	Royal Bank Letter	The Royal Bank of Canada (No address)
95-700	Scottish Journal of Adult Education	SIAE 30 Rutherland Square Edinburgh, Scotland EH 1 2BW
95-708	Second Thoughts	Basic Choices, Inc. 1121 University Ave. Madison, WI 53715
95-712	SEVA-MANDIR Newsletter	Udaipur, India (No address)

95-716	Software Consortium	Region X Adult Education Staff Development Program University of Idaho Moscow, Idaho 83843
95-720	Spencer Foundation Newsletter	John Hancock Center 875 North Michigan Ave. Chicago, Illinois 60611
95-724	State Associations News	National Association of Trade and Technical School No Address
95-728	State Education Department	Center for Multinational and Comparative Education The State Education Department Albany, NY 12234
95-732	State Education Leader	Education Commission of the States 1800 Lincoln Street Suite 300 Denver, Colorado 80295
95-736	Statements and Speeches	Public Affairs Branch Department of External Affairs Ottawa, Canada
95-740	Studies of Higher Education and Research	Research on Higher Education Program P.O. Box 45501 S-104 30 Stockholm, Sweden

95-744	Swedish National Board of Universities and Colleges: Follow-up and Policy Studies	Swedish National Board of Universities and Colleges R & D Unit Box 45501 S-104 30 Stockholm, Sweden
95-748	Swedish Research on Higher Education	Swedish National Board of Universities and Colleges R & D Unit Box 45501 S-104 30 Stockholm, Sweden
95-752	Teaching Adults	National Institute of Adult Education 19B De Montfort Street Leicester LE1 7GE
95-756	Teaching at a Distance (Open Learning)	The Open University Milton Keynes MK7 6AA U.K. no.18 no.26 (1980-85).
95-760	Techniques for Teachers of Adults	National Association for Public Continuing and Adult Education 1201 Sixteenth Street N.W. Washington, D.C. 20036
95-764	Theory, Innovation, and Practice in Andragogy	The International Institute of Andragogy Graduate Program in Adult Education 107 Stone Building Florida State University Tallahassee, Florida 32306

95-768	Tranet	Transnational Network for Appropriate/Alternate Technologies P.O. Box 567 Rangeley, ME 04970	no.37 (sum.1985) quarterly
95-772	Transitions	18 Hulst Road Amherst, MA 01002	spr.1983 fall,1983 fall,1985
95-776	UN Centre for Economic and Social Information	United Nations No address	Jl,1976- N,1977
95-780	UN Nuevo Dia	Chicago Education Project 1444 Stuart Street Denver, Colorado 80204	v.3,no.1,3 v.4,no.1-2 spec.ed. (fall,1978) v.6,no.2 v.7,no.1 (1977-82)
95-784	UN Population Policy Compendium	United Nations (No address)	Algeria, China, Gambia, Guatemala, Honduras, Ivory Coast, Kenya, Madagascar, Nicaragua, Swaziland, Togo, Uganda, Yemen Arab Republic
95-788	UNESCO Adult Education	United Nationas Educational, Scientific and Cultural Organization 7 place de Fontenoy 75700, Paris	1975,no.1-4 spec.iss.1-6 1976,no.1-3 1977,no.1-4 1978,no.1-4 1979,no.1-4 1980,no.1,3/ 1981,no.1/2 spec.iss.1-4 (1985) 1986,no.3-4 1987,no.1-3

95-792	UNESCO Alphabetical List of Regularly Received Periodicals	UNESCO Institute for Education D-200 Hamburg 13 Feldbrunmenstrasse 58 Federal Republic of Germany
95-796	UNESCO Backgrounder	United Nations Educational,Scientific and Cultural Organization 7 place de Fontenoy 75700, Paris
95-800	UNESCO Educational Innovation and Information	United Nations Educational,Scientific and Cultural Organization 7 place de Fontenoy 75700, Paris
95-804	UNESCO Facts and Figures	United Nations Educational,Scientific and Cultural Organization 7 place de Fontenoy 75700, Paris
95-808	UNESCO Institute for Education Newsletter	UNESCO Institute for Education D-2000 Hamburg 13 Feldbrunmenstrasse 58 Federal Republic of Germany
95-812	UNESCO International Conference on Adult Education	
95-816	UNESCO Lifelong Education Bibliography	UNESCO Institute for Education D-2000 Hamburg 13 Feldbrunmenstrasse 58 Federal Republic of Germany
95-820	UNESCO New Adquisitions	UNESCO Institute for Education D-2000 Hamburg 13 Feldbrunmenstrasse 58 Federal Republic of Germany

95-824	UNESCO Surveys and Studies	United Nations Educational,Scientific, and Cultural Organization 7 place de Fontenoy 75700, Paris
95-828	UNESCO Unisist Newsletter	United Nations Educatonal,Scientific, and Cultural Organization 7 place de Fontenoy 75700, Paris
95-832	UNESCO-UNEP Environmental Education Newsletter-Connect	Connect UNESCO 7 place de Fontenoy 75700 Paris, France
95-836	UNFPA Newsletter-Population	Information and Public Affairs Division UN Fund for Population Activities 485 Lexington Ave New York, NY 10017
95-840	UNU Newsletter	Toho Seimei Building 15-1 Shibuya 2-chome Shibuya-ku, Tokyo 150 Japan
95-844	UNU Work in Progress	Work in Progress United Nations University Toho Seimei Building 15-1, Shibuya 2-Chome Shibuya-ku, Tokyo 150 Japan

95-848	Vocational Educator	Products and Services of the National Center for Research in Vocational Education The Ohio University 1960 Kenny Road Columbus, Ohio 43210
95-852	Vocational Training	European Center for the Development of Vocational Training Bundesallee 22 1000 Berlin 15
95-856	Vocies for Peace	People for Peace and Justice No address
95-860	Volunteer Voice	Literacy Volunteers of Greater Syracuse, Inc. 616-620 South Salina St. Syracuse, NY 13202
95-864	WEA News Journal of Workers Educational Association	WEA News 9 Upper Berkeley Street London WIH 8BY
95-868	WEA Women's Studies Newsletter	Women's Studies Newsletter 176 Hagley Rd. Stourbridge DYS 2JN
95-872	West African Crier-Newsletter of the Sub-region, AALAE	Ghana National Council for Adult Education c/o Institute of Adult Education University of Ghana P.O. Box 31 Legon Ghana
95-876	Women's World	ISIS-WICCE C.P. 2471 1211 Geneva 2 Switzerland

95-880	World Council of Comparative Education Societies Bulletin-Newsletter	A.F.E.C. AFEC,CIEP 1 avenue Leon Journault 92310 Sevres, France
95-884	World Education Report	World Education 1414 Sixth Ave. New York, NY 10019
95-888m	World Goodwill Newsletter	World Goodwill 3 Whitehall Court Suite 54 London, England 2WIA 2EF
95-892	Worldlit-Newsletter of World Literacy of Canada	World Literacy of Canada 692 Coxwell Ave Toronto, Ontario M4C 3B6

PART H

PAMPHLET FILE

In acquisition of materials for the Pamphlet File there has been awareness of the vast collection of adult and continuing education material entered in Educational Resources Informational Center (ERIC). Perhaps there may be some duplication particularly in the International Desc. Subj. Heading #50.

An acquisition list of materials in the Pamphlet File was prepared. Descriptive Subject Headings were used. An update of Des. Subj. Hdg. has been compiled.

See: Part B. B-1.

Adult Education - Acquisition List Pamphlet File, E. S. Bird Library, compiled by Alexander N. Charters. MSS 13, 1979, SUPCE.

ED: 162 616

SULIRS: LC 5219 C45 A27.

Prior Edition:

Acquisition List Pamphlet File - E. S. Bird Library, compiled by Alexander N. Charters. MSS 10, 1978, SUREA.

ED: 162 671

SULIRS: LC 5219 C45 A27

The publication is updated as follows:

1. The International collection has been refiled in Pamphlet File under DSH No. 50.

2. International Handbook materials are filed under DSH No. 97 and are in Manuscript Division.

   See: Part N - International Handbook of Resources for Educators of Adults.

3. The Newsletter file has been updated and the Newsletters are filed under DSH No. 95.

4. Materials on comparative adult education are filed under DSH 20.

5. Two memoranda contain information relating to the Pamphlet File.

   See: H-1.

   See: H-2.

6. The other materials are being processed and in many cases refiled.

   See: Card catalog for Pam. File 4th floor.

Contact Person:

Mr. Terrance Keenan
Adult Education Manuscript Librarian
Rm. 605, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

ALEXANDER N. CHARTERS
PROFESSOR EMERITUS - ADULT EDUCATION
SYRACUSE UNIVERSITY

September 12, 1988

TO: Terrance Keenan
Bird Library

FROM: Alexander N. Charters

It may be useful to take note of the current state of some parts of SUREA, SUPCE and Archives.

I. Pamphlet File in Adult Education

A. Des.Sub.Heading #95. Newsletters Ad.Ed.

The list of English language newsletters which have been accumulated at Syracuse University seems to be complete. However, newsletters come and go, accordingly up-dating the list should be done at regular intervals. Newsletters in Adult and Continuing Education - English Language Materials, E.S. Bird Library, compiled by Alexander N. Charters and Terrance Keenan, Associates Renate Dunsmore and Yushin Lee, Syracuse University, March 1988, provides the folder number for each Newsletter title in the Pamphlet File. The flexible code permits the addition of new newsletter titles which will be in alphabetical order.

Have you asked SUPCE to publish it? I haven't seen any recent SUPCE additional titles but I may not be on the mailing list.

If you have not submitted it to ERIC, I suggest you do so immediately so that it may be available to educators of adults in many countries. I suggest you cover the references to copies held at S.U. When you make more copies will you please let me have two more copies?

Some time ago we drafted a letter to be sent to the publishers so that the file of each Newsletter may be kept up-to-date. You expected to have the mailing sent out this summer. I assume that you did.

The publication is in itself a useful reference for research workers in adult education. So far as I know, this is by far the most complete collection of English language newsletters.

B. Des.Sub.Heading #97. International Handbook.

The items abstracted in International Handbook of Resources for Educators of Adults, English Language Materials, SUPCE, Syracuse, New York, 1986, p. 199, are filed in the Pamphlet File (exceptions include computer bases). Many of these resources are "one of a kind" and in any case the total collection is certainly not duplicated. The classification scheme is attached. It is entered into ERIC as ED. 283971.

C. Des.Sub.Heading #50. International Ad. Ed.

The international collection is under two categories: a) countries, and b) organizations and associations. There is a separate folder in the Pamphlet File for each country or association. See List Des.Subj.Hdgs.

I have been ploughing through the Pamphlet File and giving each international item its appropriate folder number. I am almost finished and hence this extensive collection will be accessible in a couple of weeks.

As you know, ERIC enters only a selected number of international items. Accordingly this SUREA collection is a particularly unique resource.

D. Des.Sub.Heading #20. Comparative Adult Education.

During the next six months the following publications will be released:

Landmark Programs in Adult Education: A Comparative Analysis Alexander N. Charters and Ronald Hilton, Routledge, England, 1988.

Comparative Adult Education: An Overview. Alexander N. Charters. To be published in English and Spanish. Venezuela, Interamerican Federation for Adult Education, 1988.

Comparative Adult Education - An Analysis of Comparative Adult Education with Annotated Resource Guide, Alexander N. Charters and Dilnawaz Siddiaui. Vancouver, B.C., Canada, University of British Columbia, 1988.

Some Comments on Comparative Adult Education, Alexander N. Charters. Seminar on Comparative Research in Adult Education, Frascati (Roma), Italy. CEDE, 1988.

I have accumulated all the items referred to in these publications if they were not already in the Bird Library. I am giving these items to SUREA and will process them into the Pamphlet File.

The Syracuse University collection in international and comparative adult education - English language materials - is extensive but not complete. The collection however is widely known. It is noted that these two areas, i.e., International and Comparative, are somewhat the "in thing" in adult education graduate programs. With the strong base, S.U. could become the unique and major resource in the future. It would require concerted attention to acquisitions.

I have visited people at UNESCO and they have put me on the mailing list for complimentary copies of all UNESCO publications. As you know, United States is not now a member of UNESCO.

We have discussed the fact that plans for acquiring items for the Pamphlet File as well as Manuscripts takes considerable time to get items and collections (even years) "through the pipeline." I hope that the momentum is not being lost.

II. SUPCE - Syracuse University Publications in Continuing Education

The publications of SUPCE are listed in

> Publications in Continuing Education - List of Publications, Alexander N. Charters and Donald Holmwood, Syracuse University Pub. in Cont. Ed., 1983. The publications on the list had been given to Archives over the past years.

Ms. Mary O'Brien had taken some of the publications and given them acquisition number, including a box no. Acc #1398 Box letter------

Mrs. Jane Frost (my full or part-time secretary for about 30 years) and I processed the remaining items and gave them an appropriate box no. Acc #1398 Box #---------

This publication list of over 400 items is now completely processed and is accessible to educators of adults.

The accumulated publications of SUPCE represent the largest number of publications on adult and continuing education in the English language in any one publishing arrangement. Some adult educators consider SUPCE as the publisher of many quality items.

It would be very beneficial to the field if some of the series of SUPCE could be continued. If the S.U. Kellogg Project generates any publications, SUPCE could be considered as an outlet.

In any case, unless SUPCE continues to publish, it will lose its world-wide reputation.

III. Archives

As you know, materials of educators of adults who have contributed are processed in the manuscript division. Because I have been a S.U. employee, all of my S.U. and personal materials are processed in S.U. Archives.

Over the years, Mrs. Jane Frost has set aside reports, publications, documents and other printed materials relating to University College, Office of Vice President for Continuing Education, as well as other materials related to University College. Historical and Research Materials Related to Adult and Continuing Education at Syracuse University, prepared by Jane Frost, Syracuse University, July 1988. A list of these materials has been made and a copy of each one has been processed into Archives. The acquisition number and box number, Acc #1399 Box # or letter is indicated in the publication.

cc: David Stam, University Librarian
Joan Burstyn, Dean School of Education
Roger Hiemstra, S.U. Kellogg Project
Maureen Goodman, S.U. Kellogg Project
Nancy Gadbow, School of Education

ALEXANDER N. CHARTERS
PROFESSOR EMERITUS · ADULT EDUCATION
SYRACUSE UNIVERSITY

January 30, 1988

TO: Terrance Keenan

FROM: Alexander N. Charters

1. Over two years ago, which was before you were appointed to Syracuse University, I was updating the list of Newsletters in Adult Education in SUREA. I asked Dr. Paul Ilsley to co-author the revised publication with me. He apparently did arrange to organize some files in the Pamphlet File. However, he did not give me a copy of the list before he left and I assume that there was a complete list.

I now have a number of additional newsletters which I can add to the files. As soon as you give me the name of the person who is going to take on the project, I will be pleased to assist.

I trust that the Newsletter files will be kept up to date.

2. It is fine that you are going to keep the materials listed in the International Handbook of Resources for Educators of Adults in the Manuscript Collection. It is a complete set. (Desc Sub Hdg. #97)

When I collected these Newsletters, I told colleagues who had givem me copies that we were going to make a list. Will you please arrange to make a list on the word processor and have a printout duplicated? It might be put out as a MSS publication.

3. The International Collection is in good shape. The items are now filed by countries. (Desc Sub Hdg. #50) Since I am actively working in this area, I will continue to collect items. I will talk to you when there are items to be added. Again there are many items where Syracuse University may have the only copy and it is fine to know that they will be kept in the Manuscript Collection.

4. I have been doing considerable writing in comparative (international) adult education. I plan to give the materials which I have collected to Archives. I will discuss this matter with you.

f/

216 LOCKWOOD ROAD, SYRACUSE, NY 13214-2035 U.S.A. • (TEL.) 315-446-2629

PART I

SOUND AND VIDEO RECORDINGS

Sound and video recordings have been collected from various units and individuals at Syracuse University. There have been substantial additions from donors from outside the University.

The list is compiled by title and by author, i.e., the presenter-interviewee.

Adult Education Sound and Video Recordings, E. S. Bird Library, compiled by Alexander N. Charters and George Abbott. MSS 23, 1982, SUPCE.

ED: 236 363

SULIRS: LC 5219 C45 S6

Since the publication of the list there have been a number of contributions. Major items include the Mentor Series (2nd series).

See: I-1

Prior Edition:

Audio Tapes - E. S. Bird Library, compiled by Alexander N. Charters. MSS 22, 1976, Syracuse University Adult Education Area, Syracuse University, Syracuse, NY 13210 USA.

SULIRS: LC 5219 C45 A9

Copies of audio tapes are also in Belfer Audio Archives.

Some items are in:

Historical and Research Materials Related to Adult and Continuing Education at Syracuse University, Jane B. Frost. 1988, Syracuse University.

SULIRS:

See: Syracuse University Archives, C-3.

See: Part D, Manuscript C-3.

A few items are included in the collections of donors.

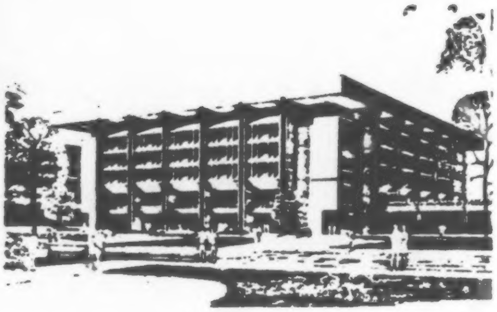
See: Part F, Gifts.

See: Part J, Omnibus Series

Contact Person:

Mr. George Abbott
Head Media Services
Rm. B101, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2438

SYRACUSE UNIVERSITY
E.S. BIRD LIBRARY MEDIA SERVICES
SYRACUSE, NEW YORK 13210
315/423-2438



April 21, 1988

Mr. Alexander Charters
216 Lockwood Road
Syracuse, New York 13214

Dear Mr. Charters,

Here is the information that you requested:

VC 1008	The Mentor Series, (TAPE A) New Dimensions in Living, University of Georgia Department of Education.
VC 1009	The Mentor Series, (TAPE C) The Beginnings, University of Georgia Department of Adult Education.
VC 1010	The Mentor Series, (TAPE D) Interview with the Mentors from Teachers College, University of Georgia Department of Adult Education.
VC 1011	The Mentor Series, (TAPE E) Interview with Houle, Hunsaker, and Sheats., University of Georgia Department of Adult Education.
VC 1012	The Mentor Series, (TAPE F) Interviews with Hendrickson and McCloskey.
VC 1073	Curtis Ulmer: Mentors II. 30:31
VC 1074	Phyllis Cunningham, Malcolm Knowles, William Griffith: Mentors II 28:35
VC 1075	Phyllis Cunningham: Mentors II 29:40

VC 1076	Malcolm Knowles: Mentors II 28:57
VC 1077	William Griffith: Mentors II 29:31
VC 1078	Alex Charters, Curtis Ulmer, Alan Knox: Mentors II 29:07
VC 1079	George Aker, Cyril O. Houle, Burton Kreitlow: Mentors II 29:25
VC 1080	Eugene Johnson: Mentors II 29:59
VC 1081	Cyril O. Houle: Mentors II 31:25
VC 1082	George Aker: Mentors II 30:33
VC 1083	Alan Knox: Mentors II 30:29
VC 1084	Burton Kreitlow: Mentors II 30:31
VC 1085	Alexander Charters: Mentors II 29:16
VC 1085 c.2	Alexander Charters: Mentors II 29:16

Sincerely,

George L. Abbott
Head, Media Services

GLA/kag

PART J

OMNIBUS SERIES

The Omnibus Series was given to Syracuse University as a part of Fund for Adult Education collection.

Omnibus Series - E. S. Bird Library, compiled by Alexander N. Charters, 1978, Syracuse University, Adult Education Area.

ED: 166 362

SULIRS: LC 5219 C45 045

The original tapes are in the Media Services, E. S. Bird Library and are available for research. Video cassettes that have been copied are available for use through Media Services, E. S. Bird Library.

See: Part I, Sound and Video Recordings.

Contact Person:

Mr. George Abbott
Head Media Services
Rm. B101, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2040 USA
(315) 443-2438

PART K

THE PAUL HOY HELMS LIBRARY IN LIBERAL ADULT EDUCATION

In 1957 the Fund for Adult Education made a grant to Syracuse University to develop the Paul Hoy Helms Library in Liberal Adult Education.

> The Paul Hoy Helms Library in Liberal Adult Education, compiled by Alexander N. Charters. MSS 20, 1979, Adult Education Area, Syracuse University.
>
> ED: 162 672
>
> SULIRS: LC 5219 C45 P3

The Library was originally a separate collection as part of the University College Library. The items are now housed in the regular collection of E. S. Bird Library.

Contact Person:

Reference Librarian
E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2093

PART L

MASTERS' THESES AND DOCTORAL DISSERTATIONS

SUREA collected masters' theses and doctoral dissertations that are on microfilm.

Adult Education Masters' Theses and Doctoral Dissertations on Microfilm in Syracuse University Libraries, compiled by Alexander N. Charters. MSS 17, 1977, Publications in Continuing Education.

ED: 164 793

SULIRS: LB 2381 S95

The collection of over 700 microfilms did not generally include activities of Cooperative-Extension and were mainly from the United States.

The collection was discontinued in 1977 because they are readily available from other sources such as:

Dissertation/Masters Theses Reproductions
University Microfilms International
300 N. Zeeb Rd.
Ann Arbor, MI 48106 USA

Contact Person:

Reference Librarian
E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2093

PART M

ABSTRACTS OF DISSERTATIONS AND THESES

The Abstracts of Dissertations and Theses: Syracuse University Graduates in Adult Education, compiled by Alexander N. Charters. MSS 11, 1979, SUPCE.

ED: 183 168

SULIRS: LC 5215 A27

The list has not been updated.

All of the dissertations and theses that are listed are held by Syracuse University.

See: Cards at the end of author-title cards of the card catalog.

Contact Person:

Reference Librarian
E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2093

PART N

INTERNATIONAL HANDBOOK OF RESOURCES FOR EDUCATORS OF ADULTS

An international handbook of resources for educators of adults has been compiled. The revised edition is:

> International Handbook of Resources for Educators of Adults - English Language Materials, compiled by Alexander N. Charters and Raymond E. Dengel. MSS 33, 1986, SUPCE.
>
> ED: 283 971
>
> SULIRS: LC 5215 C552

The International Handbook includes references to a number of items of which there are apparently limited numbers of copies. Accordingly most of the material referred to in the International Handbook has been placed in the Manuscript Division. Other items such as encyclopaedias are held in Bird Library.

A list of the materials in the Pamphlet File, Des. Subj. Hdg. #97 is:

> International Handbook of Resources for Educators of Adults, compiled by Alexander N. Charters and Yushin Lee. March 1988, Syracuse University. MSS 34,
>
> See: N-1.

These materials are in the Manuscript Department (Pamphlet File).

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Items in the Pamphlet File
Descriptive Subject Headings #97

from

International Handbook of Resources
for Educators of Adults

Alexander N. Charters
and
Raymond E. Dengel
MSS33
January 1986

Compiled by
Alexander N. Charters
Professor Emeritus
Yushin Lee

Syracuse University
March 1988

I. GENERAL CONCERNS REGARDING RESOURCES FOR EDUCATORS OF ADULTS

I. E Resources in Context of Professional Development of Educators of Adults

Charters (Alexander N.) Professional development of educators of adults. Syracuse University Publications in Continuing Education. Syracuse, NY U.S.A., 1978. 19p. 28cm.

I. J. Policies/Declarations on Adult Education

Neelameghan (A.) Guidelines for formulating policy on education, training, and development of library and information personnel. Paris, France : UNESCO, 1978. p. 30cm

II. CONFERENCES / MEETINGS / SYMPOSIA / SEMINARS / WORKSHOPS ON RESOURCES AND INFORMATION RESOURCES

Third International Conference on Adult Education. 1972. 25 July - 7 August. Tokyo. Final Report of the Conference convened by UNESCO. 1972. 101p. 27cm.

International Bureau of Education. Meeting of expert on documentation and information services for adult education. 1973. 29 May - 1 June. Geneva. Final report. UNESCO, 1973. 22p. 28cm

International Bureau of Education. Meeting. 1973. 29 May - 1 June. Geneva, Switzerland. Draft summary record of meeting of experts on documentation and information services in adult education. Geneva, Switzerland. IBE, 1973. 8p. 28cm.

International Bureau of Education. Consultation. 1976. 22-26 March. Geneva, Switzerland. Consultation on the development of international information services in adult education, with special reference to thesaurus terms for adult education and to a comparative dictionary of adult education terms. Paris : UNESCO, 1976. 13p. 30cm.

Second International Meeting of Experts on Comparative Adult Education. 1975. February. Nairobi, Kenya. National Directory of Adult Education Programmes in the Libyan Arab Republic. Paris, France : UNESCO, 1975. 61p. 30cm.

(Original, Arabic)

UNESCO. Symposium. 1976. 13-17 September. Paris, France. Symposium on the contribution of person other than teachers to educational activities in the perspective of life-long education. Paris : UNESCO, 1976. 11p. 30cm. (Original in French)

General Conference of UNESCO. 19th session. 26 November 1976. Nairobi, Kenya. Recommendation on the Development of Adult Education. Paris : UNESCO, 1976. 13p. 30cm.

UNESCO. Committee of experts convened on making lifelong education a normal part of university life. 1977. 12-16 December. Paris. Final report Paris : UNESCO, 1978. 20p. 28cm.

International Bureau of Education. Third Consultation on the Development of Adult Education Information and Documentation Exchanges. 1978. 9-13 June. Geneva, Switzerland. Final report. UNESCO, 1978. 9p. 30cm.

Meeting on Resources for Educators of Adults. 1979. 17 November. Syracuse, N.Y., U.S.A. Report on the meeting held at Syracuse University. Syracuse, N.Y. : Syracuse University, 1979. 110. 28cm.

UNESCO. Consultation. 1980. 12-16 May. Pyongyang, Democratic People's Republic of Korea. Regional consultation on the linking of formal and non-formal education. Paris : UNESCO, 1980. 16p. 30cm.

UNESCO. Regional seminar on adult education and development in Asia and the Pacific. 1980. 24 Nov. - 4 Dec. Bangkok. Final report. Paris : UNESCO, 1981. 69p. 27cm.

Buyoya, (C.) Descriptive analysis and evaluation selected information supports for use in the promotion adult education. Paris : UNESCO, 1982. 4p. 30cm.

Ngulube (Joseph H.) Development of adult education in Zambia. Paris, France : UNESCO, 1982. 12p. 30cm.

UNESCO. Division of Literacy, Adult Education and Rural Development. Final report on the proceedings of the subregional training workshop on information supports for adult education, Harare, Zimbabwe. Paris, France: UNESCO, 1982. 27p. 30cm.

Neto (Augusto Padrao) Information supports for adult education in Angola. Paris, France: UNESCO, 1982. 4p. 30cm.

Mokaeya (Bogadi) Information supports on adult education in Botswana. Paris, France: UNESCO, 1982. 16p. 30cm.

III. A Information Centers/ Documentation Centers/ Libraries/ Clearinghouses/ Resource Centers/ Collections

United States Department of Education. Directory of clearinghouse. Division of Adult Education. Washington, D.C. : United States Department of Education, 1985. 37p. 26cm.

United States Department of Education. Directory of clearinghouses serving adult educators and learners. Office of Vocational and Adult Education. Washington, D.C. : United States Department of Education, 1982. 5p. 30cm.

Association of Independent Colleges and Schools. Directory of Educational Institutions, 1982. Accrediting Commission of the Association of Independent Colleges and Schools. Washington, D.C. : Association of Independent Colleges and Schools, 1982. 40p. 23cm.

Charters (Alexander N.) - Compiled by - Resources for Educators of Adults : Omnibus Series - E.S. Bird Library. Syracuse, NY : Syracuse University Adult Education Area, 1978. 38p. 27cm.

III. C Programs/ Institutions

United States Department of Education. Adult literacy : programs that work. By Joint Dissemination Review Panel. Washington, D.C. : United States Department of Education, 1984. 39p. 28cm.

United States Department of Education. Directory of adult education and related programs in the federal government. Washington, D.C. : Division of Adult Education Services, 1983. 114p. 30cm.

United States Department of Education. Directory of adult serving programs - Department of Education. By the Office of Vocational and Adult Education. Washington, D.C. : United States Department of Education, 1985. 29p. 28cm.

Association of Independent Colleges and Schools. Directory of Educational Institutions, 1982. By the Accrediting Commission of the Association of Independent Colleges and Schools. Washington, D.C. : Association of Independent Colleges and Schools, 1982. vi, 40p. 23cm.

United States Department of Education. Education for older persons : illustrative local project profiles and state level agreements. By Office of Vocational and Adult

Buyoya (Mrs. C.) **Information supports for education of adults in Burundi.** Paris, France: UNESCO, 1982. 6p. 30cm.

Nyirenda (B.E.M.) **Information supports for adult education in Malawi.** Paris, France: UNESCO, 1982. 7p. 30cm.

Gonese (K. K.) **Information supports on adult education in Zimbabwe.** Paris, France: UNESCO, 1982. 9p. 30cm.

Kabwasa. **Information supports for adult education: A conceptual framework.** Paris: UNESCO, 1982. 13p. 30cm.

Underhill (Alfreda H.) **The role of non-governmental organizations in the promotion of adult education in Zimbabwe.** Paris, France: UNESCO, 1982. 14p. 30cm.

Bombote (M.D.) **Rural newspaper and adult education in Africa.** Paris, France: UNESCO, 1982. 13p. 30cm.

United Nations Educational, Scientific, and Cultural Organization. **Meetings of experts to consider ways and means of taking the workers interests into consideration when formulating and implementing adult education policies.** Paris, France: UNESCO, 1983. 12p. 38cm.

International Meeting on Resources for Educators of Adults. 1983. 10-11 April. Syracuse, NY, USA: **Minutes and agenda of the meeting held at Syracuse University. Convened by Alexander N. Charters.** Syracuse, NY USA: Syracuse University School of Education, 1983. 3p. 28cm.

Prague. Trade Unions and Adult Education: **Materials of the International Expert meeting.** 1984, 25-30 September, Moscow, USSR. European Cenre for Leisure and Education, Prague. 70p. 30cm.

Fulker (Edmond) **Workshop on training international officials.** October, 1983. University of the District of Columbia.

Fourth International Conference on Adult Education. 1985, 19-29 March. Paris, France. **Final Report of the Conference.** Convened by UNESCO, 1985. 128p. 30cm.

Commonwealth Meeting of Specialists. 1985, 6-11 January. Cambridge, England. **Distance Teaching in Higher Education.** Final Report. London, England : Commonwealth Secretariat. 1985. 27p. 30cm.

III. INFORMATION ORGANIZATIONS

Education. Washington, D.C. : United States Department of Education, 1984. 183p. 28cm.

United States Department of Education. **Federal Directory of adult education.** By Office of Vocational and Adult Education. Washington, D.C. : United States Department of Education, 1985. 49p. 28cm.

European Bureau of Adult Education. **Health and adult education. Report of a conference.** Amersfoort, The Netherlands, 1985. 88p. 29cm.

IV. CATEGORIES OF RESOURCES

IV. A3 Serial publication - periodicals/ newsletters/ magazines/ annuals/ newspapers

Council of Europe. **News Letter.** Strausbourg, France : Documentation Centre for Education in Europe, 1978. 36p. 30cm.

Charters (Alexander N.) and Holmwood (Donald P.) **Newsletters, Clearinghouse of resources for educators of adults.** January 1975-June 1978. Syracuse University Clearinghouse of Resources for Educators of Adults, Syracuse University, Syracuse, NY, 1978. 30 newsletters. 21 Federal Registers. (Discontinued)

European Bureau of Adult Education. **Information and documentation of adult education.** Frankfurt Am Main, Federal Republic of Germany, 1982. 5p. 30cm.

IV. A4 Archives and manuscripts

Chmaj (Deborah R.) and Wolde (Menbere) **The Laubach Collection.** Personal papers of Frank Laubach and documents of Laubach Literacy, Inc. Syracuse, NY, Syracuse University Libraries, 1974. 91p. 30cm.

IV. A5 Dissertations/ Theses

Draper (James A.) **Adult education theses - Canada.** Toronto, Ontario, Canada. Ontario Institute for Studies in Education, 1981. 165p. 28cm.

IV. A6 Directories/ handbooks/ lists

References are in title alphabetical order.

National Clearinghouse of Social Education. Abstract #3 (1973). New Delhi, India : Indian Adult Education Association. 5p. 32cm.

Association for Continuing Higher Education. Association for Continuing higher education 85/86 directory. Knoxville, TN, U.S.A.: Association for Continuing Higher Education, 1983. 72p. 22cm.

Charters (Alexander N.) Acquisition list pamphlet files. E.S. Bird Library. Syracuse, NY, U.S.A.: Syracuse University Publications in Continuing Education. June 1978.

Coalition of Adult Education Organizations. 1985-86 leadership directory. Washington, D.C.: Coalition of Adult Education Organizations, 1985. 44p. 21cm.

European Bureau of Adult Education. Directory of adult education organizations in Europe. Amersfoort, The Netherlands.: European Bureau of Adult Education. 4th ed., 1983. various paging. 30cm.

Regional Office for Education in Africa. Directory of adult education centers in Africa. By Documentation and Information Service. Dakar, Senegal : Regional Office for Education in Africa, 1979. xi, 245p. 29cm.

Institute of Adult Education. Directory of Adult Education Institutions in Ghana. University of Ghana, 1975.

Syracuse University. The Directory of Adult Education Organizations 1970. From the library of Continuing Education at Syracuse University.

UNESCO. Directory of adult education documentation and information services. 2nd ed. UNESCO, 1980.

UNESCO. Directory of adult education periodicals. UNESCO, December 1979.

UNESCO. Directory of adult education training and research institutions. Paris, France : UNESCO, Adult Education Section, 1980. 190p. 30cm.

Kidd (J. Roby), Duquiet (Duncan), and Snell (Anne). Directory of archieval materials in adult education. Toronto, Canada : Ontario Institute for Studies in Education, 1980. 66p. 28cm.

Slansky (Doroghy A.) Directory of ERIC microfiche collections. Bethesda, MD, U.S.A.: Eric processing and reference facility, 1980. 62p. 28cm.

UNESCO. Directory of National Adult Education Coordinating Bodies. Paris, France : UNESCO, 1984.

Robbins (J. Nevins) 1979 Directory of resources for the education of adults. Columbus, OH : ERIC, 1979. xv, 255p. 28cm.

Giere (Ursula) and Maehira (Yasushi). Directory of writers on lifelong education. Hamburg, Federal Republic of Germany. UNESCO Institute for Education, 1980. 62p. 30cm.

UNESCO. List of adult education directories. 2nd ed. Paris, France : UNESCO, 1981. 14p. 30cm.

UNESCO. Provincial List of Participants. Fourth International Conference on Adult Education. 1985. 19-29 March. Paris. Paris, France : UNESCO. 44p. 30cm.

Standing Conference on University teaching and Research in Adult Education (SCUTREA). Register of Professional and Research Interests. SCUTREA, August 1982.

National Community Education Association. Who's Who in community education. Washington, D.C.: NCEA, 1983. 80p. 28cm.

IV. A7 Dictionaries/ terminologies/ thesaurus/ glossaries

Putnam (John F.) Adult learning activities terminology. Washington, D.C.: National Center for Educational Statistics, 1982. 138p. 28cm.

Titmus (Colin), et. al. Terminology of adult education by Colin Titmus, et. al. Paris, France : UNESCO, 1979. 154p. 21cm.

IV. A8 Registers of research/ bibliographies/ acquisition lists

Michigan State University. Institute for International Studies in Education. Bibliographies in non-formal education. East Lansing, MI : Non-formal Education Center. no.2, no.3.

Non-Formal Education Information Center. **Non-formal education and health : A selected, annotated bibliography.** East Lansing, MI : Institute of International Studies in Education, Michigan State University, 1981. 56p. 28cm.

Charters (Alexander No.) and Holmwood (Donald P.). **Professional development for educators of adults. A bibliography.** Syracuse, NY : Syracuse University Clearinghouse of Resources for Educators of Adults, 1978. 111p. 28cm.

U.S. Department of Education. **Readings on literacy.** Washington, D.C.: Division of Adult Education, 1984. 3p. 28cm.

Commission of Professors of Adult Education. **Registry of professional and research interests.** CPAE, 1982. 8p. 28cm.

SCUTREA. **Register of professional and research interests.** Scutrea, 1982. 38p. 28cm.

IV. A10 Government/ Public Documents

Council of Europe. **A contribution to the development of a new education policy.** Strasbourg, France : Council of Europe. 243p. 29.5cm.

Council of Europe. **Development of adult education.** Strasbourg, France : Council of Europe, 1980. 147p. 29.5cm.

Council of Europe. **Some conclusions from the cooperation of 14 development projects.** Strasbourg, France : Council of Europe, 1985. 78p. 29.5cm.

IV. B3 Video Cassettes

Charters (alexander N.) **Omnibus Series - E.S. Bird Library.** Syracuse, NY : Syracuse University Resources for Educators of Adults, 1976. 36p. 28cm.

IV. B4 Audio Cassettes

Charters (Alexander N.) and Abbott (George). **Adult Education Sound and Video Recordings.-** E.S. Bird Library. Syracuse, NY : Syracuse University Publications in Continuing Education, 1983. 51pp. 30cm.

adults. The roles of research. Syracuse, NY : Syracuse University Publications in Continuing Education, 1977. 23p. 30cm.

United States Department of Education. Adult education program statistics. Adult Education Act, Public Law 91-230, as amended fiscal year 1981. By Division of Adult Education Services, 1983. 11p. 30cm.

Wollman (Peretz). Guidelines on the conduct of a national inventory of current research and development projects. Paris, France : UNESCO, 1975. ii, 49p. 30cm.

V. LOCATION OF RESOURCES

V. B Adult education Agencies

University of the State of new York. A guide to educational programs in non collegiate organizations. By the University of the State of New York, 1983. 528p. 28cm.

Vilentchuk (Lydia). Guidelines on the conduct of a national inventory of scientific and technological information and documentation facilities. paris, France : UNESCO, 1975. 46p. 30cm.

VI. SUPPORT SERVICES

VI. D Publishers

U.S. Department of Education List of publishers of adult education materials. By Division of Adult Education. Washington, D.C.: U.S. Department of Education, 1986. 6p. 30cm.

Charters (Alexander N>) and Holmwood (Donald P.). Syracuse University publications in continuing education. 1983. 56p. 28cm.

VI. E Evaluation

Wilson (T.D.). Guidelines for developing and implementing a national plan for training and education in information use. Paris, France : UNESCO, 1980. 50p.

IV. B6 Microfiche

Ducote (Rechard L.). **Learning resources centers : Best ERIC. A selected annotated bibliography.** Syracuse, NY : ERIC Clearinghouse on Information Resources Syracuse University, 1977. 70p. 28cm.

IV. B8 Satellite/ telecommunications

International Institute of Communications. **The use of satellite communication for information transfer.** Paris, france : UNESCO, 1982. 126p. 30cm.

IV. C1 Data Base Systems

International Institute for Adult Literacy Methods. **Gozideh abstracts and resumes.** Tehran, Islammic Republic of Iran : I.I.A.L.M., 1984. 44p. 21cm.

Charters (Alexander N.) Editor. **International handbook of resources for educators of adults.** Syracuse, NY : Publications in Continuing Education, School of Education, Syracuse University, 1977. 28cm.

University of Aberdeen. **qualified citation indexing project information retrieval program. "SOUCIT."** Aberdeen, Scotland : University training Centre, 1982. 23p. 30cm.

IV. D1 Consultants/ Specialists

National University Continuing Education Association. **1983-84 handbook and directory.** Washington, D.C.: NUCEA, 1983. 86p. 28cm.

---. **1985-86 handbook and directory.** Washington, D.C.: NUCEA, 1983. 86p. 28cm.

Syracuse University Resources for Educators of Adults. **International associates directory, 1984-85.** Syracuse, NY : SUREA, 1985. 99p. 29cm.

IV. E4 Commisions/ councils/ committees/ coordinating bodies

UNESCO. National adult education boards, councils, and other co-ordinating bodies. Literacy, Adult, Education, and rural Development Division. Paris, France : UNESCO, 1981. iii, 43p. 30cm.

IV. F Professional Development

Artherton, Pauline. Guidelines for the organization of training courses, workshops, and seminars in scientific and technical information documentation. Paris, France : UNESCO, 1975. 88p. 30cm.

Charters (Alexander N.) Information resources for educators of adults. Occasional Paper 1979. syracuse, NY : Syracuse University. 14p. 21cm.

IV. F1a Institutional training programs - educational institutions

Conference on developments in recurrent education. 1977, 28-31 March. Paris, France. Secretariat Synthesis. Paris, France : Organization for Economic Co-operation and Development, 1977. 34p. 28cm.

IV. F1b Organizations - Non-educational

Evans (A.J.) et al. Education and training of users of scientific and technical information. Paris, France : UNESCO, 1977. 143p. 27cm.

United States Department of Education. Digest of adult education staff development programs. - June, 1985. By division of Adult Education. Washington, D.C.: United States Department of Education, 1985. 32p. 28cm.

IV. F2c Associations - Exchanges/ tours

United States Department of Education. Opportunities abroad for educators : 1983-84 Teaching seminars. Washington, D.C. 1984. 32p. 23cm.

IV. F3 Research/ Statistics

Charters (alexander N.) Continuing education for educators of

Poncelet (J.) **Guide for the establishment and evaluation of services for selective dissemination of information.** By J. Poncelet. Paris, France : UNESCO, 1980. iv., 71p. 30cm.

Lancaster (F.W.) **Guidelines for the evaluation of information systems and services.** Paris, France : UNESCO, 1978 v., 169p. 30cm.

Lancaster (F.W.) **Guidelines for the evaluation of training courses, workshops, and seminars in scientific and technical information and documentation.** Paris, France : UNESCO, 1975. 84p. 30cm.

Dulong (A.) **Guidelines on referral centres.** Paris, France : UNESCO, 1979. 49p. 30cm.

Ford (Geoffrey) and Harris (Colin) **Guidelines on studies of information users (Pilot Version)** Paris, France : UNESCO, 1981. 42p. 30cm.

UNESCO. **Manual for the collection of adult education statistics.** by The Division of Statistics on Education. Office of Statistics. Paris, France : UNESCO, 1975. 66p. 30cm.

Ellis (Patricia). **A report of an evaluation study of the three-year certificate course for teachers of adults in the non-Spanish speaking Caribbean.** St. Augustine, Trinidad-Tobago : Caribbean Regional Council for Adult Education (CARCAE). 1985. 80p. 28cm.

VI. G Availability/ Accessibility

UNESCO. **Study of the problems of accessibility and dissemination of data for science and technology.** Prepared by the Committee on Data for Science and Technology (CODATA) of ISCU. Paris, France : UNESCO, 1974. v, 102p. 30cm.

PART O

PHOTOGRAPHS

SUREA has an extensive collection of photographs of adult and continuing education activities. Processing has been largely by organizations with some dating. The major task of identifying individuals in the photographs remains to be done.

Continuing Education Photograph Collection. July 1981, SU-AE Memo #5.

See O-1.

Continuing Education--Photograph Collection, 1932-1975, and undated.

See: O-2.

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SU-AE
MEMO 5
July 81

CONTINUING EDUCATION PHOTOGRAPH COLLECTION

Syracuse University owns and maintains photographic materials related to adult and continuing education.

The collection, now totalling some 10,000 items, was substantially increased by acquisitions from the Center for the Study of the Liberal Education of Adults (CSLEA), Fund for Adult Education (FAE), and the American Foundation for Continuing Education (AFCE), as well as other institutions, organizations and individuals, at both national and international levels. Photographs record and illustrate meetings, conferences, seminars, events, tours, a visit, or just a casual get-together. Photographs may be of a person, building, monument, display, event, activity, or anything of relevant interest.

Types of materials include slides, motion pictures, prints, in color or black and white. Some examples are combined with audio portions.

The photographs are arranged by organization, listed alphabetically in the inventory. Portraits, prepared for publicity purposes, with no organizational identification are arranged alphabetically by individual under "Portraits." Access to photographs of individuals in groups may also be obtained by reference to the list of individuals.

The collection may be used by interested educators of adults, and is readily available in the George Arents Research Library for Special Collections. Appointments may be made in writing or calling Ms. Carolyn A. Davis, Manuscript Librarian.

Xerox or photographic copies will be produced for the purposes of research at departmental charges.

Contributions to the collection of one or multiple items are encouraged and will be appreciated. Negatives are also welcomed.

Future donations will be acknowledged with an Arents donor form. The staff will, however, need donor assistance with the identifications necessary for each item. (See enclosed suggested form.) Additional forms are available.

Your consideration and support will be appreciated by research workers and other colleagues.

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CONTINUING EDUCATION PHOTOGRAPH COLLECTION

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CONTINUING EDUCATION--PHOTOGRAPH COLLECTION, 1932-1975 and undated.

3 cartons, 2 oversize packages (4 linear feet)

The photographs and slides in this collection have been collected from a number of individuals and organizations. Much of the material dates from the decade of the 1950s, best represented by the photographs pertaining to the programs of the Fund for Adult Education (FAE), coincidentally the largest single group of materials.

Materials are arranged alphabetically by organization. A number of portraits are arranged alphabetically within the subject "Portraits" as it falls in the primary listing.

A group of unidentified photographs follows the alphabetical sequence and, due to format, "Slides" follow at the end of the collection. Cross references within the shelf list refer one to "Slides," or, to the packages containing the few items too large for standard cartons.

Notice: The material in this collection may be protected by copyright law (Title 17 U. S. Code).

Box 1

- Adult Education Association of the United States (AEA)
  - Annual conference, 1953
  - Rural discussion groups, Bismark, North Dakota, 1959
  - Survey, 1953

- American Foundation for Political Education
  - Discussion groups, 1958
  - Executives' seminar, 1959

- American Labor Education Service
  - Leadership training, St. Louis, Mo., 1952
  - School on World Affairs, New York, n.d.

- American Library Association
  - Midwinter Conference, Chicago, 1953

- Association of University Evening Colleges (AUEC)
  - New Orleans Meeting, n.d.
  - Regional Meeting, R.I.T., 1968 SEE Slides, Box 3

- Association of University Summer Sessions
  - Annual Meeting, Albuquerque, N. M., Oct. 1968

- California. University. Los Angeles (UCLA)
  - University Extension, Liberal Arts, 1959

- Canadian Association for Adult Education
  - [general]
  - Discussion program, 1956

- Center for the Study of Liberal Education for Adults (CSLEA)
  - Board members, Chicago, n.d. (SEE also oversize package no. 1)
  - Educational facilities: SEE Slides, Box 3
  - Headquarters - Sara Schaffner House, Chicago, 1963 (SEE also Oversize Pkg. #1)
  - Leadership seminar, 1953
  - Memorabilia - newsclips, photographs 1959-60 (SEE Oversize Pkg. #1)
  - Publications, discussion groups, 1954
  - Staff, n.d.
  - Staff - Clearing House and publications, n.d. (SEE also Oversize Pkg. #1)
  - [unidentified]

Box 1 (cont'd.)

- Chicago, University of
  - Alumni reunion, 1957
  - Seminar groups, 1954

- College de Pont-Levoy
  - Interiors, exteriors, n.d.

- College in the Country
  - Activities (various states), 1955-56
  - Delbert Clarke Award

- Columbia University
  - Arden House, n.d.

- Community Leadership Institute, Chattanooga, Tn.
  - [general] n.d.

- Cornell University/Syracuse University Adult Education Gathering, Syracuse, N.Y., 1972
  - [general]

- Council of National Organizations
  - Executive Committee, 1953
  - Television Workshop, 1956

- Encyclopedia Britannica Films
  - Audiovisual techniques in education, Jan. 1964

- Film Council of America
  - Appointment of President, 1952

- Ford Foundation
  - Christmas party for staff, 1957

- Foreign Policy Association
  - [general] 1955

- Freedom Foundation
  - Award, Sioux City, Iowa, n.d.

- Fund for Adult Education (FAE)
  - Annual report photographs, 1954-44, n.d.
  - " " " 1955-57 (SEE Oversize Pkg. #1)
  - Bigwin Conference, 1954 (5 folders)
  - " " 1954? negatives (3 folders)
  - Board of Directors
    - Meeting, 1951
    - Meeting, 1954 (5 folders)

Box 2 Fund for Adult Education (cont'd.)

- Business Executives Leadership Seminar, Pomona College, 1958
- Community Leadership Conference
  - Estes Park, Col., 1957
  - Washington University, Wildwood Springs Resort, Steelville, Mo.
- Community Leadership Institute, Ranchers, Santa Fe, N.M., n.d.
- Community Leadership Meeting, Colorado, 1952
- Conference for Executive Leadership, Memphis, Tn., 1955
- Conferences: Chapel Hill, N.C. and Ardsley-on-Hudson, N.Y., 1957
- Denver Fact-finding Survey, 1952
- Discussion Groups:
  - n.d. (4 folders)
  - 1955 (3 folders)
- Discussion program - Senior citizens
- Fellowship Selection Committee
- FAE Building, White Plains, N.Y. 1957
- Interns
- Little Rock, Ark., Study-Discussion groups, 1955 (3 folders)
- Mass media
  - CBS
  - National Selection Committee & grantees, 1958-59 (2 folders)
- Open House, n.d. (2 folders)
- Participative art study, n.d. (2 folders)
- Publications, 1952, 1954
- "Shape of our cities" - Urbanism discussion group, Fall 1957, New York City?
- Staff, 1955 (3 folders)
- Test Cities
  - Akron, Ohio 1954, 1957
  - Bridgeport, Conn., University, n.d.
  - California, University at Los Angeles, n.d.
  - Chattanooga, Tenn.
  - Chicago Conference, 1953
  - Colorado Conference, 1952
  - Kansas City, Mo.
    - n.d.
    - Coordinators' Meeting, 1954
  - Little Rock, Arkansas, n.d.
  - Louisville, Kentucky, n.d.
  - Memphis, Tennessee, n.d.
  - Niagara Falls, New York, 1953, n.d.
  - Racine, Wisconsin, n.d.
  - Rancho Santa Fe Conference, n.d.

Box 3 Fund for Adult Education (cont'd.)
- Test Cities (cont'd.)
  - Saint Paul, Minnesota, n.d.
  - Salt Lake City, Utah, n.d.
  - San Bernardino, Calif., n.d. (3 folders)
  - Sioux City, Iowa, ca. 1956
  - West Texas, n.d.
  - Whittier,Calif., n.d.
  - York, Pennsylvania, n.d.
  - Unidentified contact sheets

Galaxy Conference
- Wingspread Conference, Pre-Galaxy, Nov. 1969

Georgia, University of
- Continuing Education Center, n.d.

Great Books Foundation
- Discussion groups, 1956

I.B.M.
- Executive program, Poughkeepsie, N.Y., Feb. 1965

International Congress of University Adult Educators
- Conference, 1960

International Seminar on Adult Education, Pinebrook Conference Center, Sep 2-5, 1970

Inter-University Labor Education Committee, 1956

Michigan State University
- Cooperative Extension Services Project, 1959

National Association of Public School Adult Educators, n.d.

National Education Association, Division of Adult Education Services, n.d.

National University Extension Association
- Louisiana State University Caribbean Program, 1952
- Meeting, 1956
- National Meeting, Miami Beach, 1968 (SEE Slides, Box 3)
- Region II Meeting, Sagamore, n.d.
- Seventeenth Annual Conference, Univ. of Minn., Minneapolis, May 1932 (SEE Oversize Pkg. #2)
- Training Field Workers
- University of Michigan Extension Services, ca. 1951
- University of Wisconsin Extension Division, n.d.

Box 3 (cont'd.)
- New York State Public School Adult Educators Association, Sagamore, May 1969

- Portraits
  - Blackwell, ?, n.d.
  - Blackely, Robert J., n.d.
  - Brepson, Lyman, 1954
  - Charters, Alexander, N., n.d.
  - Decker, Floyd F., 1928
  - Diekhoff, John S., 1966
  - Eisenhower, Dwight David, n.d.
  - Flemming, Arthur S., 1955
  - Francis, Clarence & Fletch C. Scott, n.d.

  - Goldman, Freda, n.d.
  - Goldwin, Robert A., n.d.
  - Grattan, C. Harley, n.d.
  - Hoover, Herbert, n.d.
  - Houle, Cyril O., n.d.
  - Kallen, Horace, n.d.
  - Liveright, A.A., n.d.
  - McCallion, William, 1960
  - Nelson, Charles A., n.d.
  - Norton, Dr. D. Walter, 1943
  - Osman, John, n.d.
  - Perkins, Dexter, n.d.
  - Randall, Clarence B., 1956
  - Redfield, Robert, n.d.
  - Scott, Fletcher C. (SEE Francis, Clarence)
  - Spengler, Edwin H., n.d.
  - Stewart, James, n.d.
  - Truman, Harry S., n.d.

- Syracuse University, Syracuse, N.Y.
  - Chautauqua Center--Film Series, July 11, 1964
  - Commencement, n.d.
  - Credit management program, n.d.
  - ERIC/AE, n.d.
  - Finla Crawford Center for Continuing Education-Dedication, n.d.
  - Publications in Continuing Education--Conference
    - Minnowbrook, June 1971
    - Sagamore, n.d.
  - Regional Police Academy--Dedication, 1971
  - University College
    - [general] n.d.
    - Associate in Arts degree, n.d.
    - ERIC Advisory Group, 1964
    - Minnowbrook Conferences, 1967, 1968 (SEE slides, Box 3)
    - Paul Hoy-Helms Memorial Collection, 1954
    - Retirements, n.d.

Box 3 (cont'd.)
  Syracuse University (cont'd.)
    William Pearson Tolley Award
      Dinner, 1966
      Award to Dr. Moshan S. Mehta, May 1969 (SEE also Slides, Box 3)
    William Pearson Tolley Medal, May 23, 1975

  UNESCO
    Regional Seminar, Sydney, Australia, 1964
    U.S. National Commission
      Meeting, Washington, D.C., Oct. 1968
      " " " Mar. 10, 1964
    Workers Education Conference, 1950-52

  University Council on Education for Public Responsibility, Univ. of Oklahoma, 1962 (SEE also Oversize Pkg. #1)

  Whittier College, Whittier, Calif.
    Liberal Arts Center for Adults, n.d.

  Women Trade Unionists
    Annual Meeting, 1952

  World Trade Fair, Milan, Italy
    U.S. Exhibit, 1955

  Unidentified photographs

  Slides
    AUEC - Regional meeting, RIT, 1968 (34 slides)
    CSLEA - Educational facilities (19 slides)
    NUEA - National meeting, Miami Beach, 1968 (26 slides)
    Syracuse University. University College. Minnowbrook Conference.
      Fall 1967 (6 slides)
      1968 (10 slides)
    William Pearson Tolley Award #2 - Mehta (42 slides)

Oversize Package #1

  CSLEA
    Board members, Chicago, n.d.
    Headquarters - Sara Schaffner House, Chicago, 1963
    Memorabilia (news clips, photographs) 1959-60
    Staff, Clearing House and publications, n.d.

  FAE
    Annual report photographs, 1955-57

Oversize Package #1 (cont'd.)

University Council on Education for Public Responsibility, 1962

Oversize Package #2

NUEA

17th Annual Conference, Univ. of Minn., Minneapolis, May 1932

PART P

SYRACUSE UNIVERSITY PUBLICATIONS IN CONTINUING EDUCATION

The publications of adult and continuing education of Syracuse University and those related to it have been collected.

Publications in Continuing Education - List of Publications, Alexander N. Charters and Donald Holmwood. MSS 26, 1983, SUPCE. This publication was updated 1989.

ED: In process

SULIRS: LC 5219 C45 L57.

Prior Edition:

Publications in Continuing Education, Alexander N. Charters. MSS 4, 1979, SUPCE. Revised as MSS 12.

SULIRS: LC 5215 S9.

Collections are in:

RG30 Acc No + boxes-lettered, e.g., A

+ boxes-numbered, e.g., 2

If not designated, see Contact Person.

Many of the publications are in the Bird Library and many are entered into ERIC. The holdings of the collection by series are indicated in the publication.

Syracuse University sponsored a seminar on publications in adult and continuing education.

International Seminar on Publications in Continuing Education, edited by Alexander N. Charters and William D. Rivera. 1972, SUPCE.

ED: 061 491

SULIRS: LC 6251 C4 N72

Contact Person:

Ms. Amy S. Doherty
University Archivist
George E. Arents Research Library
Rm. 605, E. S. Bird Library
Syracuse, NY 13244-2010 USA
(315) 443-2694

OR

Mr. Terrance Keenan
Adult Education Manuscript Librarian
Rm. 605, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

PART Q

CLEARINGHOUSE OF RESOURCES FOR EDUCATORS OF ADULTS

In 1975 the New York State Education Department funded a Clearinghouse of Resources for Educators of Adults (CREA). The Dean of the School of Education separated CREA from SUREA in 1979. It was discontinued in 1981.

CREA was designed to make the resources accessible to practitioners in adult education and particularly for public school administrators and teachers.

Clearinghouse of Resources for Educators of Adults: A Four Year Report, 1975-1979, Alexander N. Charters. SUPCE, Syracuse University.

ED: 188 615

SULIRS: 036 382 490.

Professional Development for Educators of Adults: A Bibliography, compiled by Alexander N. Charters and Donald P. Holmwood. 1977, CREA, Syracuse University.

ED: 159 438

SULIRS: LC 5219 C45 P7

See: Part P, SUPCE.

Community Education: An Annotated Bibliography, Alexander N. Charters and Edward J. Gschwender. 1979, CREA, Syracuse University.

ED: 179 789

SULIRS: LC 5219 A62

Acquisition List: Clearinghouse of Resources for Educators of Adults, compiled by Alexander N. Charters. 1978, CREA, Syracuse University.

SULIRS: LC 5219 C45 O45

Contact Person:

Mr. Terrance Keenan
Adult Education Manuscript Librarian
Rm. 605, E. S. Bird Library
Syracuse University
Syracuse, NY 13244-2010 USA
(315) 443-2697

PART R

ASSOCIATED RESOURCE CENTERS IN ADULT EDUCATION (ARCAE)

Several years ago there was an expressed need by educators of adults in several countries to have some exchange of information about collections of adult and continuing education materials.

There were informal communications between libraries and documentation centers for the purpose of establishing a network to share information about the materials in each one. No network was established but as of this date there is still interest. Perhaps someone will again take the initiative.

The effort to establish communication resources among countries resulted in Associated Resource Centers in Adult Education. The materials were in various languages. This plan was in the early stages of operations but by default is no longer operational. There continues to be some interest in some form of network with perhaps communications in various languages.

See: R-1.

ALEXANDER N. CHARTERS
PROFESSOR EMERITUS - ADULT EDUCATION
SYRACUSE UNIVERSITY

January 30, 1988

TO: Terrance Keenan

FROM: Alexander N. Charters

1. Over two years ago, which was before you were appointed to Syracuse University, I was updating the list of Newsletters in Adult Education in SUREA. I asked Dr. Paul Ilsley to co-author the revised publication with me. He apparently did arrange to organize some files in the Pamphlet File. However, he did not give me a copy of the list before he left and I assume that there was a complete list.

I now have a number of additional newsletters which I can add to the files. As soon as you give me the name of the person who is going to take on the project, I will be pleased to assist.

I trust that the Newsletter files will be kept up to date.

2. It is fine that you are going to keep the materials listed in the International Handbook of Resources for Educators of Adults in the Manuscript Collection. It is a complete set. (Desc Sub Hdg. #97)

When I collected these Newsletters, I told colleagues who had givem me copies that we were going to make a list. Will you please arrange to make a list on the word processor and have a printout duplicated? It might be put out as a MSS publication.

3. The International Collection is in good shape. The items are now filed by countries. (Desc Sub Hdg. #50) Since I am actively working in this area, I will continue to collect items. I will talk to you when there are items to be added. Again there are many items where Syracuse University may have the only copy and it is fine to know that they will be kept in the Manuscript Collection.

4. I have been doing considerable writing in comparative (international) adult education. I plan to give the materials which I have collected to Archives. I will discuss this matter with you.

f/

216 LOCKWOOD ROAD, SYRACUSE, NY 13214-2035 U.S.A. • (TEL.) 315-446-2629

ASSOCIATED RESOURCE CENTERS IN ADULT EDUCATION

Alexander N. Charters

Purpose

Associated Resource Centers in Adult Education to provide a network to facilitate access to resources for educators of adults which are held by participating Associates.

Types of Resources in Collections

The types of resources for educators of adults are listed in the International Handbook of Resources for Educators of Adults.[1]

Educators of Adults

Educators of adults include: organizers, principals, program and other administrators; supervisors; deans; directors; advisors and counselors; librarians, media specialists, public relations (promotion) experts, and other support personnel; consultants; clergy; tutors and teachers; community developers; community educators; research workers; policy makers; elected officials; and board members of adult education agencies.

Agencies of Adult Education

The agencies and sponsors of adult education include: business and industry, communication enterprises, galleries and museums, government agencies, international organizations, labor organizations and unions, military, postsecondary institutions, religious bodies, schools, correctional facilities, special groups (e.g., elderly, handicapped, minorities, illiterates), sports and recreation organizations, vocational and professional associations, and voluntary (not for profit) bodies.

---

[1] International Handbook of Resources for Educators of Adults--English Language Materials. Alexander N. Charters and Raymond Dengel. UNESCO. Scheduled for publication 1986.

Organizations Related to Adult Education

The following organizations are examples of organizations related to adult education:

Commonwealth Association (Prof. Alan Rogers)

Council of Europe

Literacy, Adult Education and Rural Development Division
UNESCO (Mr. Paul Mhaiki)

International Council for Adult Education (ICAE)
(Dr. Budd Hall)

International Congress of University Adult Education (ICUAE)
(Dr. John Morris)

Organization of Economic and Cultural Development (OECD)
(Dr. John Lowe)

Languages

1. Materials in the collections and the classification schemes may be in any language. However, to enable wide usage, the collections may be primarily in the languages of UNESCO.
2. Descriptions of collections are to be in the English language as well as the languages of the Associates.

Characteristics of Associates

Associates may be a component of another organization or a separate organization which has resources for educators of adults. Each has:

1. A substantial collection in print and non-print areas. (See Table of Contents, International Handbook of Resources for Educators of Adults--English Language. Materials, Appendix A.)
2. Clearly defined policy and procedures for collection processing, dissemination and evaluating resources.
3. Adequate professional and support staff members to operate effectively.
4. Access to digitalized system.
5. A professional person designated as person to contact regarding resources.

Responsibility of Associates

Each Associate will:

1. Provide a description of its resources and service and files which would apply to the clients/users of the Associate Resource Centers. This description will be in English as well as other language(s) of the Associate.
2. Provide shelf lists and other items that assist clients/users to obtain access to the resources.
3. Provide:
    a) Name of Associate
    b) Name of organization of which Associate is a part (if any)

c) Name of contact person

d) Address and phone number of contact person

4. Respond person directly to users designated by Associates

5. Submit a report by December 31 of each year. It may include any statistical data as well as comments and suggestions about the usefulness or effectiveness of ARCAE.

Communications

Communications may be by:

1. Mail - postal services
2. Electronic mail
3. Telephone/telex
4. Meetings of Associates may be held by their attending conferences of other organizations such as International Council for Adult Education (ICAE), International Congress of University Adult Education (ICUAE), and European Bureau of Adult Education.

Network

1. ARCAE will operate as a network with no formal structure.
2. A facilitator will act in the initial stages to:
   a) Develop a plan and distribute it to potential Associates.
   b) Make modifications in the plan after comments from other Associates or individuals.
   c) Collect applications.
   d) Submit applications to at least two other Associates for acceptance. Action would be by consensus.

Relationships with other Adult Education Organizations

It may be appropriate to establish relationships or communication with other international organizations which meet the criteria of Associates or by policy are not permitted to affiliate.

For example, only:

United Nations Educational, Scientific, and Cultural Organization (UNESCO)

International Council for Adult Education (ICAE)

International Congress of University Adult Education (ICUAE)

World Council for Comparative Studies in Education

SYRACUSE UNIVERSITY

SCHOOL OF EDUCATION

150 MARSHALL STREET | SYRACUSE, NEW YORK 13210

April 8, 1983

TO: Associated Resource Centers in
Adult Education (ARCAE)

FROM: Alexander N. Charters

I am enclosing some information which may be useful to you as an Associated Resource Center.

This material may be made available to educators of adults who have inquiries about materials not held in your library/ documentation center.

There is attached:

1) a memorandum describing SUREA

2) a list of publications which assists the researcher to know about the resources at Syracuse University

3) a request that you check which publications you have. Let me know which publications you do not have and a copy will be sent to you free of charge.

Items with an asterisk (*) are being revised and will be available soon. A copy of each will be sent when it becomes available.

Please tell inquirers who have requests about items or accessibility to direct them to:

Education Bibliographer
Ernest S. Bird Library
Syracuse University
Syracuse, New York 13210 USA

f/
enc.

SYRACUSE UNIVERSITY
AREA OF ADMINISTRATIVE AND ADULT STUDIES
School of Education / Syracuse, New York 13210
315 / 423 3421, 423-4763, 423 2754

SU-AE
MEMO 6
(Rev. Jan/83)

ASSOCIATED RESOURCE CENTERS FOR ADULT EDUCATION
(ARCAE)

The purpose of Associated Resource Centers for Adult Education (ARCAE) is to facilitate access to information resources to assist educators of adults in their continuing professional development.

It is a cooperative association designed to link national and international resource centers. The term resource centers is used for libraries, documentation centers, bureaus, institutions, associations or other bodies with resources and information about resources for educators of adults.

Each Associated Center defines its own constituency of users. The type and level of services provided may be different from the ones provided to the other Associated Resource Centers.

The scope of each Associated Resource Center may include:

- Resource items and information about resources
- Print and nonprint items as well as human resources
- Resources for educators of adults (not for adults in courses or programs)
- Resources national or international in scope
- Resources in designated languages

The collections may include:

- Books
- Pamphlets
- Theses and Documents
- Periodicals and newsletters
- Media - nonprint (microfiche, microfilm, cassettes)
- Clearinghouses
- Archives and manuscripts
- Photographs
- Human resources

The services available may include:

- Computerized and manual search capability
- References services of professional staff
- Support services such as copying facilities and technical staff assistance

- Acquisition lists
- Catalogues and other means to facilitate retrieval of items
- Accommodations at Center
- Carrel or other work space

A publication program may be part of or related to an Associated Resource Center. The program may include:

- List of publications

  Each publication may include author, title, language, date published, distributor, leaves/length/no. of microfiche, catalogue number, microfiche number

- Location of copies at such places as:
  - resource center
  - library with name, call number, and system, e.g., Dewey System, Library of Congress, ERIC, University Microfilm

Access by Users:

Each Associated Resource Center should provide any information that will enable users to identify items and gain access to the items.

The formation of the Associated Resource Center may have various formats There is no suggestion of conformity.

Each Associated Resource Center provides information to facilitate access by the users. Information:

a) should include a general description
b) may include:

- general description
- acquisition lists
- bibliographies
- policy and procedures
- scope of collections
- languages of resource center staff
- support services
- privileges and limitations for researchers and other users (fees or charges)

Each Associated Resource Center may describe its center and materials as it considers appropriate.

The general description is to be provided in English as well as other language (if any) of the Center. Other materials may be in the language of the Center.

Each Associated Resource Center exchanges documents and other information about its resources with each other Associated Resource Center according to its policies and procedures. Educators of adults may consult these materials at any one of the centers. They may get access to the items by following the specified policies and procedures and making inquiries directly to the Associated Resource Center holding the resources and providing the services.

SYRACUSE UNIVERSITY

SCHOOL OF EDUCATION

150 MARSHALL STREET | SYRACUSE, NEW YORK 13210

TO: Associated Resource Centers in
Adult Education (ARCAE)

FROM: Alexander N. Charters

During the past several months I have been having discussions with the organizations and centers that have responded to my communication of November 3, 1981 concerning Associated Resource Centers in Adult Education (ARCAE).

It seems important that the relationship of UNESCO be clarified. Accordingly, I have discussed this matter with Dr. Paul Bertelsen, Chief, Adult Education Section, UNESCO. He states that UNESCO "cannot be a member--but would be pleased to provide any technical assistance necessary to facilitate the establishment of the Association and to cooperate with it on a regular basis."

Three organizations have indicated continuing interest. Communications continue with some other ones.

Associates:

Library of the Stighting Sve
t.a.v. Jan Tonneman
P.O. Box 351
3800 AJ Amersfoort
The Netherlands

National Institute of Adult Education (England and Wales) (NIAE)
Arthur K. Stock, Director; or Howard Fisher, Deputy Director; or
Elaine Pole, Librarian
19B DeMontfort St.
Leicester LE1 7GE
England

Syracuse University Resources for Educators of Adults (SUREA)
Alexander N. Charters, Director
Syracuse University
Syracuse, New York 13210 USA

Technical Assistance:

Adult Education Section, UNESCO
Dr. Paul Bertelsen, Chief
7 Place de Fontenoy
75700 Paris
France

It would be helpful if each Associate would send to UNESCO the same items that they send to each Associate. It is expected that they will continue to keep us informed of developments.

For your information, I am enclosing a slightly revised statement describing ARCAE.

enc.